

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, AND ADMINISTRATION COMMITTEE WILL BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

CITY OF MENASHA
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
December 17, 2007

7:00 PM

AGENDA

 [← Back](#)  [Print](#)

1. CALL TO ORDER

A. Call to Order

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

3. ROLL CALL/EXCUSED ABSENCES

A. Roll Call

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Joint Common Council and Menasha Utilities Commission, 12/3/07

☐

[Attachments](#)

B. Common Council, 12/3/07

☐

[Attachments](#)

Minutes to receive:

C. Administration Committee, 12/3/07

☐

[Attachments](#)

D. Board of Public Works, 12/3/07

☐

[Attachments](#)

E. Public Library, 11/26/07; Policies & Personnel Committee

☐

[Attachments](#)

F. Park and Recreations Board; 10/8/07, 11/12/07

☐

[Attachments](#)

G. Parking Committee, 12/5/07

☐

[Attachments](#)

H. N-M Sewerage Commission, 11/27/07

☐

[Attachments](#)

Communications:

A. Police Officer Jorgenson, 12/6/07; Community Survey Results

☐

[Attachments](#)

- B. Public Service Commission of Wisconsin, 12/7/07; Notice of Arbitration (AT&T and TDS) ☐ [Attachments](#)
- C. Time Warner Cable, 12/10/07; FCC Regulatory fee decrease ☐ [Attachments](#)
- D. MU GM Young, 12/4/07; Menasha Utilities Steam financials through 10/31/07 ☐ [Attachments](#)
- E. Menasha Utilities, 12/07; Water Treatment Plant Modifications monthly construction report ☐ [Attachments](#)
- F. PC Stanke, 12/11/07; WI Dept. of Corrections 2007 annual inspection ☐ [Attachments](#)
- G. PC Stanke, 12/8/07; Wisconsin Taxpayer (article references Calumet County) ☐ [Attachments](#)

5. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

- A. Public comments on any matter of concern to the City

6. APPOINTMENTS

- A. Mayor's reappointment to Neenah-Menasha Sewerage Commission:
 - 1. Ray Zielinski, 602 School Ct., Menasha for the term of Jan 2008-Jan 2011

7. CLAIMS AGAINST THE CITY

- A. None

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. None

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

- A. Plan Commission:

- 1. None

- B. Administration Committee:

- 1. Electronic Transaction Processing Agreement between City of Menasha and Official Payments Corp., and authorize signatures ☐ [Attachments](#)
 - 2. Approval of Poll Worker Appointments for the City of Menasha for the 2008-2009 election years, pursuant to Wis. State Statutes 7.30 ☐ [Attachments](#)
 - 3. Accounts payable and payroll for 12/6/07 - 12/13/07 in the amount of \$425,751.84 ☐ [Attachments](#)

- C. Board of Public Works:

- 1. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \$19,373.00 (Change Order No. 12) (Held 12/3/07) ☐ [Attachments](#)
 - 2. Parking Committee Recommendation to Increase the Daily Parking Fee from \$1 to \$2 ☐ [Attachments](#)

10. ORDINANCES AND RESOLUTIONS

- A. O-40-07 - Ordinance relating to prohibited parking (Water, High and Kaukauna Streets) ☐ [Attachments](#)

B. O-41-07 - Ordinance relating to Code Enforcement



[Attachments](#)

11. HELD OVER BUSINESS

- A. Athletica Fitness - motion not to participate in auction**

12. COUNCIL DIRECTIVES

- A. None**

13. CITIZEN REPRISE (People from the gallery to be heard; only pertaining to matters on the agenda - five (5) minute time limit for each person)

- A. Public comments on matters pertaining to matters on the agenda**

14. ADJOURNMENT

- A. Adjournment**

MEETING NOTICE: Monday, January 7, 2008

Administration Committee: to be determined

Board of Public Works: to be determined

Common Council: 7:00 PM

"Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Menasha City Clerk at 967-3600 24 hours in advance of the meeting so special accommodations can be made."

CITY OF MENASHA
Joint Common Council and Menasha Utilities Comm.
140 Main Street, 3rd Floor Council Chambers
December 3, 2007
MINUTES

1. CALL TO ORDER

- A. Meeting called to order by Mayor Laux at 5:50 p.m.

2. PLEDGE OF ALLEGIANCE

- A. Pledge of Allegiance

3. ROLL CALL/EXCUSED ABSENCES

- A. PRESENT: Ald. Chase, Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz
Comm. Allwart, Fahrbach, Laux
EXCUSED: Comm. Martenson, Watson
ALSO PRESENT: CA/HRD Brandt, Lt. Brunn, FC VanderWyst, DPW Radtke, CDD Keil,
C/T Stoffel, PHD Nett, PRD Tungate, Carol Wirth (RBC Capital Markets), Clerk Galeazzi,
the Press.
- B. People from the gallery to be heard; only pertaining to matters on the agenda - five (5) minute
time limit for each person.
1. Joanne Roush, 409 Cleveland Street. Sargent & Lundy Report; 2008 Steam Budget.

4. DISCUSSION

- A. New Commissioner Appointment Process.

CA/HRD Brandt explained the Council will need to accept Stan Martenson's letter of resignation
at the next meeting.

Discussion ensued on selection procedure; new commissioner should have either a civil
engineering or financial background; advertising on the City Website, Utility billings, newsletter,
newspaper; resumes should be submitted to City HR Director; Council will review resumes and
do interviews.

Moved by Ald. Michalkiewicz, seconded by Ald. Wisneski to advertise on City Website, in Utility
bills and newspaper. The City HR Director to receive resumes and Council to receive copies,
and a strong preference for civil engineering or financial background.

Discussion: CA/HRD Brandt explained advertising in the newspaper could be costly.

Moved by Ald. Merkes, seconded by Ald. Hendricks to amend to remove advertising in the
newspaper.

Motion carried on roll call 7-1. Ald. Pack – no.

Moved by Ald. Wisneski, seconded by Ald. Chase to advertise in the newspaper with a limit cost
of \$1,500.

Motion failed on roll call 3-5. Ald. Wisneski, Michalkiewicz, Chase – yes.

Ald. Merkes, Taylor, Pack, Hendricks, Eckstein – no.

Motion as amended carried on roll call 8-0.

B. Historical Overview of Steam Plant Project.

Comm. Allwardt explained the history of the Steam Plant project starting in 2004 when the Utilities received notice from WPPI that the Power Plant would not be needed as a source of power effective 2009. He explained the timeline getting the project to its current status.

C. Steam Plant Strategic Plan.

Comm. Allwardt explained the 2007 Steam Plant accomplishments including resolution of some issues identified in the Sargent & Lundy Report. Staff has prioritized projects based on the Strategic Planning Process.

Discussion ensued on contract negotiations; Ald. Taylor was concerned with noise issue.

Ald Taylor mentioned he hired a consultant to tour the Steam Plant.

Ald. Merkes – Point of Order – not germane to this item.

Mayor Laux – Point of Order well taken.

D. Utility Commission reporting to Common Council.

CA/HRD Brandt cautioned aldermen to avoid jeopardizing the arbitration.

Ald. Merkes – Point of Order – not germane to this item.

Mayor Laux – Point of Order well taken.

Discussion ensued on the Council receiving updates in a written report form.

Mayor Laux explained the Commission will report when milestones are reached. Council will receive copies of minutes from regular and special meetings of the Utilities Commission.

E. Motion to Adjourn into Closed Session pursuant to sec. 19.85(1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; (Steam Plant)

Moved by Ald. Wisneski, seconded by Ald. Pack to adjourn into Closed Session at 7:30 p.m.

Motion carried on roll call 8-0.

Moved by Comm. Allwardt, seconded by Ald. Fahrbach to adjourn into Closed Session at 7:30 p.m.

Motion carried on roll call 3-0.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
Common Council
City Hall-140 Main St.-Council Chambers-3rd Floor
December 3, 2007
MINUTES

1. CALL TO ORDER

A. Meeting called to order by Mayor Laux at 8:32 p.m.

2. PLEDGE OF ALLEGIANCE

A. Pledge of Allegiance

3. ROLL CALL/EXCUSED ABSENCES

A. PRESENT: Ald. Chase, Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Brunn, FC Vander Wyst, DPW Radtke,
CDD Keil, C/T Stoffel, PHD Nett, PRD Tungate, Clerk Galeazzi

4. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Common Council, 11/19/07

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve minutes.
Motion carried on voice vote.

Minutes to receive:

B. Administration Committee, 11/19/07

C. Board of Public Works, 11/19/07

D. Board of Health, 10/10/07

E. Public Library Long Range Planning Committee, 11/14/07

F. Library Board, 11/15/07

G. NM Fire Rescue, 11/27/07; Finance & Personnel Committee

H. Plan Commission, 11/20/07

I. Police Commission, 11/15/07

J. Public Hearing, 11/19/07

K. Safety Committee, 10/3/07; City Hall

L. Safety Committee, 10/23/07; Public Works and Parks & Recreation Department

M. Neenah-Menasha Sewerage Commission, 10/23/07

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N. Water and Light Commission, Closed Session; 10/24/07 (Management compensation), 10/24/07
(Customer Service Clerk grievance)

O. Water and Light Commission, Special Meeting; 11/6/07, 11/13/07

P. Water and Light Commission, 10/24/07

Communications:

- A. PC Stanke, 11/27/07; Post Crescent letter, *Citizen Police Academy provides great insight*
- B. Menasha Utilities, 11/19/07; Water Treatment Plant Modifications-Monthly Construction Report
- C. Winnebago County Treasurer's office, 11/20/07; Notice of commencement of proceedings in rem to foreclose tax liens by Winnebago County under Wis. Stats. 75.521
- D. Customers First! Newsletter, 12/2007; The Wire
- E. PRD Tungate, 11/27/07; Thank you note

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve Minutes to Receive B-P and Communications A-E
Motion carried on voice vote.

5. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

- A. None

6. APPOINTMENTS

- A. Accept letter of resignation from Stan Martenson, 11/26/07; Utilities Commission

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to accept letter of resignation
Motion carried on voice vote.

7. CLAIMS AGAINST THE CITY

- A. None

8. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. None

9. REPORT OF COMMITTEES/BOARDS/COMMISSIONS

A. Plan Commission:

- 1. 11/20/07; Recommends approval of the variance request to reduce the required right-of-way width from 60-feet to 50-feet and to eliminate the requirement for a temporary cul-de-sac at the west end of Birling Court

Moved by Ald. Merkes, seconded by Ald. Taylor to approve
Discussion
Motion carried on voice vote.

- 2. 11/20/07; Recommends approval of the Manitowoc Road Certified Survey Map

Moved by Ald. Eckstein, seconded by Ald. Michalkiewicz to approve
Discussion
Motion carried on roll call 6-2
Ald. Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase – yes
Ald. Merkes, Taylor – no.

B. Administration Committee:

1. Consolidated Grants Contract between Division of Public Health of the Dept. of Health and Family Services and Menasha Health Dept., January 1, 2008 to December 31, 2008 and authorize signature

Moved by Ald. Wisneski, seconded by Ald. Eckstein to approve
Motion carried on roll call 8-0.

2. Public Health Preparedness Contract between Division of Public Health of the Dept. of Health and Family Services and Menasha Health Dept., January 1, 2008 to December 31, 2008, and authorize signature

Moved by Ald. Wisneski, seconded by Ald. Pack to approve
Motion carried on roll call 8-0

3. Accounts payable and payroll for 11/19/07 to 11/29/07 in the amount of \$ 728,197.16

Moved by Ald. Wisneski, seconded by Ald. Pack to approve
Motion carried on roll call 8-0.

C. Board of Public Works:

1. Change Order-CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \$19, 373.00 (Change Order No. 12)

Held in Board of Public Works

D. NEENAH-MENASHA FIRE RESCUE:

1. 11/27/07; Recommends approval to direct Chief Vander Wyst to purchase two used staff vehicles through a program or State bid not to exceed the \$30,000 that is in the 2008 budget and report comparable information back to the Committee

Moved by Ald. Pack, seconded by Ald. Merkes to approve
Discussion

Motion carried on roll call 6-2

Ald. Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz, Chase – yes

Ald. Merkes, Taylor - no

10. ORDINANCES AND RESOLUTIONS

- A. O-39-07 - Ordinance relating to park regulations (animals in parks)

Moved by Ald. Wisneski, seconded by Ald. Taylor to adopt O-39-07
Motion carried on roll call 7-1. Ald. Merkes – no.

11. HELD OVER BUSINESS

- A. Menasha Health Department Relocation (Ald. Taylor)

Moved by Ald. Taylor, seconded by Ald. Hendricks to table.
Motion carried on roll call 7-1. Ald. Eckstein – no.

12. COUNCIL DIRECTIVES

- A. None

13. CITIZEN REPRISE (People from the gallery to be heard; only pertaining to matters on the agenda - five (5) minute time limit for each person)

- A. None

14. ADJOURNMENT

- A. Moved by Ald. Taylor, seconded by Ald. Pack to adjourn at 8:47 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

DRAFT

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
December 3, 2007
MINUTES

1. CALL TO ORDER

- A. Meeting called to order by Chairman Wisneski at 8:25 p.m.

2. ROLL CALL/EXCUSED ABSENCES

- A. PRESENT: Ald. Chase, Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Brunn, FC Vander Wyst, DPW Radtke,
CDD Keil, C/T Stoffel, PHD Nett, PRD Tungate, Clerk Galeazzi

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

- A. Administration Committee Minutes, 11/19/07

Moved by Ald. Eckstein, seconded by Ald. Pack to approve minutes.
Motion carried on voice vote.

4. DISCUSSION

- A. Consolidated Grants Contract between Division of Public Health of the Dept. of Health and Family Services and Menasha Health Dept., January 1, 2008 to December 31, 2008, and authorize signature.

PHD Nett explained this is the same contract as in previous years, only change is the dollar amount.
- B. Public Health Preparedness Contract between Division of Public Health of the Dept. of Health and Family Services and Menasha Health Dept., January 1, 2008 to December 31, 2008, and authorize signature.

PHD Nett explained this is the same contract as in previous years, only change is the dollar amount.
- C. Accounts payable and payroll for 11/19/07 - 11/29/07 in the amount of \$728,197.16
Ck. #14953-Menasha Electric & Water Utilities-\$763.00 – cable hookup to Health Dept.

5. ADJOURNMENT

- A. Moved by Ald. Pack, seconded by Ald. Eckstein to adjourn at 8:30 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers, 140 Main Street, Menasha
December 3, 2007
MINUTES

1. CALL TO ORDER

- A. Meeting called to order by Chairman Pack at 8:30 p.m.

2. ROLL CALL/EXCUSED ABSENCES

- A. PRESENT: Ald. Chase, Merkes, Taylor, Wisneski, Pack, Hendricks, Eckstein, Michalkiewicz
ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Brunn, FC Vander Wyst, DPW Radtke,
CDD Keil, C/T Stoffel, PHD Nett, PRD Tungate, Clerk Galeazzi

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

- A. November 19, 2007

Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to approve minutes.
Motion carried on voice vote.

4. DISCUSSION

- A. Change Order - CD Smith Construction, Inc.; Water Treatment Plant Modifications; Contract Unit
No. M002-940266.02; ADD: \$19,373.00 (Change Order No. 12)

Moved by Ald. Merkes, seconded by Ald. Taylor to hold.

5. ADJOURNMENT

- A. Moved by Ald. Michalkiewicz, seconded by Ald. Eckstein to adjourn at 8:32 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, City Clerk

DRAFT
Policies & Personnel Committee
Banta Elementary School Conference Room
Monday, November 26th at 4:00 pm

Minutes

Present: Ros Stanke and Keith Fuchs

Absent: Susan Werley

Others Present: Tasha Saecker

1. Call to Order

The meeting was called to order by Chair, Keith Fuchs, at 3:58 p.m.

2. Discussion Exempt and Non-Exempt Status of Library Staff

The committee initially reviewed the concept of paying overtime (time and ½) for Summer Saturdays and Winter Sundays. They then addressed the exempt and non-exempt status and came to understand that Tasha, per the policy manual, is the only employee who fits the exempt status.

3. Possible Recommendation of New Personnel Policy to Board

No recommendation was made.

Adjourn into closed executive session pursuant to WI Statute 19.85(1)(c) for the purpose of considering promotion, compensation or performance evaluation of employees.

Motion by Ros Stanke, second by Keith Fuchs to move into executive session at 4:15 p.m.
Motion carried.

4. Discussion of Director's Evaluation

A process for conducting the Director's Assessment was created. The process is as follows:

- ◆ The Policies and Personnel Committee will meet with Tasha on Thursday, December 20, 2007, at 3:30 p.m. to conduct a review of the Director's Assessment.
- ◆ The results of the Director's Assessment will be reviewed at the December 20th meeting of the Board.
- ◆ The Policies and Personnel Committee will recommend director compensation following the review by the Board.

5. Possible Written Evaluation and Recommendation for Compensation in 2008

Following the review of the Director's Assessment, Dr. Fuchs will provide a written evaluation. The Policies and Personnel Committee will recommend compensation for the director at the December 20th Board meeting.

6. Adjourn

Meeting adjourned at 4:30 p.m.

CITY OF MENASHA
Park Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
October 8, 2007
DRAFT MINUTES

I. CALL TO ORDER

- A. Meeting called to order by Chr. D. Sturm at 6:03 p.m.

II. ROLL CALL/EXCUSED ABSENCES

- A. MEMEBERS PRESENT: Chr. Dick Sturm, Ald. Sue Wisneski, Mary Francis, Tom Konetzke, Ron Suttner
MEMBERS ABSENT: Nancy Barker-excused, George Korth-reappointment pending
OTHERS PRESENT: PRD Tungate, PS Huss

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

- A. **Minutes to approve:**
Motion by Ald. S. Wisneski, seconded by R. Suttner to approve the minutes of the September 24, 2007 meeting with one minor revision. Under Item III, A, G. Korth should read Chr. D. Sturm instead. Motion carried 5-0.

IV. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

- A. Ald. S. Wisneski – shoreline west of the Trestle pedestrian bridge could use some trees.
B. T. Konetzke – inquired about the effects of potentially losing a seasonal laborer in the budget, status of Racine Street greenspace.
C. Chr. D. Sturm – recently observed dog behavior on the trail in Jefferson Park. Mostly good behavior, some dogs in vicinity of the trail, dogs had little effect on geese.

V. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. **2009 Suggested Department Budget Timetable**
PRD Tungate presented an e-mail which outlined a proposed timetable for sending out a request for 2009 budget feedback from the Board. The entire 2008 budget will be sent to the Board prior to the July 14, 2008 meeting.
- B. **Thank You Letters to Isle of Valor Major Contributors**
Draft thank you letters to Dave Voss, Stan Martenson and Tom Robinson were approved. Letters will be mailed out ASAP.
- C. **Update on New Park Staff Discussion**
PRD Tungate explained there could be an opportunity to secure parkland west of Lake Park Road sooner, rather than waiting for the area to develop. Staff and Chr. D. Sturm will look into this matter with Mayor Laux and CDD Keil to see if a viable land acquisition alternative exists and attempt to report back to the Board as quickly as possible.
- D. **Response to George Korth's Question on the Swimming Pool Budget**
Per a previous request by G. Korth, PRD Tungate reported that the swimming pool receives a tax subsidy of approximately \$90,000 each season. This amount may be lower based on attendance and season pass sales.
- E. **Peanut Island Cannon Re-Dedication**
PRD Tungate reported that the Peanut Island Cannon Re-dedication is scheduled for November 11, 2007 at 4:00 p.m. A short ceremony is being planned by individuals involved with the restoration.

VI. DISCUSSION ITEMS

A. **2008 Budget Update**

The 2008 Park and Recreation department budget was discussed. CIMS cemetery software may be back in the budget after the Mayor's review of the final numbers. One seasonal park laborer was removed, but the overnight seasonal position was left in. November 1 is the Department's budget review by the Common Council.

B. **Park Project Update**

PS Huss reported on several projects. Painting of the pool trim continues, back lane lines will be done, possibly this fall or next spring. Koslo Park scoreboard will be hard wired due to problems with the wireless remote system. Diggers Hotline will be called to begin the process to install a new park identification sign at Barker Farm park.

VII. ADJOURNMENT

- A. Motion by T. Konetzke, seconded by Ald. S. Wisneski to adjourn at 7:21 p.m. Motion carried 5-0.

CITY OF MENASHA
Park Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
November 12, 2007
DRAFT MINUTES

I. CALL TO ORDER

- A. Meeting called to order by Vice Chr. T. Konetzke at 6:04 p.m.

II. ROLL CALL/EXCUSED ABSENCES

- A. MEMEBERS PRESENT: Chr. Dick Sturm (arrived late), George Korth, Tom Konetzke, Nancy Barker, Mary Francis, Ron Suttner
MEMBERS ABSENT: Ald. Sue Wisneski (excused)
OTHERS PRESENT: PRD Tungate, Ken Syring

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

- A. **Minutes to approve:**
Motion by R. Suttner, seconded by M. Francis to approve the minutes of the October 8, 2007 meeting. Motion carried 5-0.

IV. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

- A. N. Barker commented on the Isle of Valor and whether POW's will be recognized. She also asked about he number of weddings in Smith Park in 2007 and Memorial Building supervision.
B. G. Korth – election of Board Officers should be held at the December meeting.

V. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

- A. **2008 Budget Update**
PRD Tungate summarized the 2008 budget review session with the Common Council. Overall, the Council seemed supportive of the programs and services contained within the budget.
- B. **Park Project Update**
A list of current park projects compiled by PS Huss was discussed. Most projects had to do with winter shut down activities.
- C. **Review of Peanut Island Cannon Re-dedication**
PRD Tungate gave a reminder that the Peanut Island Cannon re-dedication is scheduled for November 11, 2007 at 4:00 p.m.
- D. **Holiday Hayride, December 7, 2007**
PRD Tungate stated the Holiday Hayride is scheduled for December 7, 2007 starting at 5:00 p.m. at the Memorial Building.

VI. DISCUSSION ITEMS

- A. **Revision to Sign Honoring Eric Hinske**
The Board discussed potential changes to the Calder/441 sign honoring Eric Hinske. Hinske is a member of the 2007 World Series Champion Boston Red Sox. It was suggested that perhaps the sign should be changed to reflect this honor. Coincidentally, the Hinske sign was recently destroyed during a windstorm. PRD Tungate will bring a draft of a redesigned sign to the December 10 Board meeting.
- B. **Set Location and Time for Board Holiday Gathering**
The Park Board and spouses will meet at Naut's Landing for its annual holiday gathering following the December 10 meeting.

VII. ACTION ITEMS

A. **Request by Class of 1961 Reunion Committee to Reserve Park Facilities on August 9, 2008**

Motion by G. Korth, seconded by N. Barker to grant permission for the Menasha High School, St. Mary's High School and Neenah High School classes of 1961 to reserve Jefferson Park pavilion on August 9, 2008. Special approval was needed because the normal reservation starting date is February 1. Motion carried 5-0.

B. **Ordinance Relating to Park Regulations (Animals in Parks)**

Motion by N. Barker, seconded by G. Korth to recommend approval of Ordinance O-39-07 relating to animals in parks. A couple minor text changes were offered for CA Brandt's consideration. Motion carried 6-0.

VIII. ADJOURNMENT

A. Motion by G. Korth, seconded by N. Barker to adjourn at 7:15 p.m. Motion carried 6-0.

CITY OF MENASHA
Parking Committee
Third Floor Council Chambers, City Hall – 140 Main Street
December 5, 2007
DRAFT MINUTES

I. CALL TO ORDER

- A. Meeting called to order by PWD Radtke at 11:04 a.m.

II. ROLL CALL/EXCUSED ABSENCES

- A. MEMBERS PRESENT: Ald. Wisneski; PWD Radtke; CA Brandt; CDD Keil; PC Stanke
MEMBERS ABSENT: None
OTHERS PRESENT: William Becher, 15 Center St; Brenda and Bruce Heisel, The Hungry Bull; Carol Schmidt, Public Works and Engineering Department

III. MINTUES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

- A. **Minutes to approve:**
Motion by Ald. Wisneski, seconded by CDD Keil to approve the minutes of the May 10, 2007 meeting. Motion carried.

VI. DISCUSSION ITEMS

A. **Request for Parking Consideration Along East Side of Center Street**

Bill Becher is requesting the same consideration as last year, that he be allowed a handicap stall for the winter, to be used for overnight parking when he is staying overnight at the Center Street location.

Much discussion ensued regarding City parking policies, snow clearing and street sweeping operations, and uniform treatment to all residents.

Motion by CA Brandt, seconded by Ald. Wisneski to recommend to Council, an exemption for overnight parking on both sides of Center Street. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil no; Ald. Wisneski no; PC Stanke no. Motion failed on roll call vote.

CA Brandt feels it is wrong to create special rules for certain people. Mr. Becher has several options: call the police department, park in Gunderson's lot, buy a permit or use the Marina handicap stall.

PC Stanke stated anyone with a handicap permit can park in any handicap stall. Mr. Becher will be able to park overnight in the existing handicap stall, which should eliminate his concern.

B. **Overnight Parking Concern in Tayco/Kaukauna Street Area**

Bruce and Brenda Heisel presented their views regarding their customers and employees getting tickets when parked in front of their business at 5:00 am. The sign the City has posted there says No Parking from 11:00 pm to 5:00 am. His understanding from the changes that were made two years ago are that they are allowed to park there before 6:00 am because his business opens at 5:00 am and his customers have no where else to park.

CA Brandt stated the sign and ordinance should be consistent. Much discussion ensued regarding the ordinance and possible changes to it.

Motion by CA Brandt, to amend the overnight parking ordinance to read no parking from 11:00 pm to 6:00 am to 11:00 pm to 5:00 am. Motion died for lack of a second.

Motion by PC Stanke, seconded by Ald. Wisneski to recommend to Council that overnight parking be prohibited from 2:00 am to 5:00 am in areas where parking is currently regulated from

11:00 pm to 5:00 am. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil yes; Ald. Wisneski yes; PC Stanke yes. Motion carried on roll call vote 4-1.

CA Brandt stated he will create an ordinance with Ald. Wisneski. The Council can call for a public hearing if it wishes.

D. **Request to Increase Daily Parking Fee**

PWD Radtke stated this request is being made because the cost for a monthly parking permit has increased to the point where it would be cheaper to purchase daily parking permits for the month.

Motion by Ald. Wisneski, seconded by PC Stanke to increase the daily parking fee from \$1 to \$2. Motion carried on voice vote 5-0.

VIII. ADJOURNMENT

- A. Motion by Ald. Wisneski, seconded by CA Brandt to adjourn at 12:14 p.m. Motion carried 5-0.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday November 27, 2007

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, G. Cowling, W. Helein, K. Bauer, D. Youngquist, W. Zelinski; Manager Much, Attorney Gunz, Accountant Voigt.

Also Present: Tom Vik (McMahon Associates); Mike Sambs (Waverly S.D.).

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to approve the minutes of the Regular Meeting of October 23, 2007. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. November 19, 2007 letter from McMahon Associates to Oshkosh Daily Northwestern.
RE: Advertisement for bids on Electrical Distribution System Improvements.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for October 2007. Accountant Voigt pointed out to the Commission the year-to-date Operations net income is approximately \$42,000 more than budget. The November billings to users was about what the budget amount is and the December billings to users was less than the budget amount. It is anticipated the Operations net income should be fairly close to expenses. After discussion, moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the unaudited financial statements for the month of October 2007 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #12163 in the amount of \$102,288.42 for the month of December 2007. Motion made by Commissioner D. Youngquist, seconded by Commissioner J. Jurgenson to approve MCO invoice #12163 in the amount of \$102,288.42 for the month of December 2007 and to pay the invoice after December 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of October, 2007. The interest rates on the money-market accounts have decreased about a quarter percent. MCO generated \$2,550 in additional income for the Commission; restricted cash balances totaled \$2,794,000 at the end of October. A bond interest and principal payment will be made on December 3rd. The total payment will be about \$667,000. Motion made by Commissioner D. Youngquist, seconded by Commissioner W. Helein to accept the Accountants Report for the month of October 2007. Motion carried unanimously.

Accountant Voigt presented the Snow Plowing and Removal Contract for 2007 – 2008. This is a renewal agreement with AMTRUCK (dba Levenhagen Corp). All hourly rates are increased \$10 per hour. After discussion, motion made by Commissioner J. Jurgenson, seconded by

Commissioner G. Cowling to approve the Snow Plowing and Removal Contract with AMTRUCK. Motion carried unanimously.

Accountant Voigt presented a three year quote for auditing services with Schenck for audit years 2007, 2008, and 2009. After discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve the three year auditing agreement with Schenck. Voting aye: Commissioners W. Helein, R. Zielinski, K. Bauer, G. Cowling, J. Jurgenson. Abstaining: Commissioner D. Youngquist. Motion carried.

Accountant Voigt reported our insurance agent was not able to obtain all the quotes for renewal of the NMSC property and liability insurance coverage in time for today's meeting. This will be put on the agenda for next month. Commission President W. Zielinski asked when the NMSC policies expire, it was reported all the Commission insurance policies expire on December 31st.

Manager Much presented the request for contract increase for MCO for 2008. The CPI has increased 3.5%; the terms of the contract between the NMSC and MCO allow for contract increases to be the amount of the CPI. MCO is requesting the contract to be increased by the amount of the CPI. MCO is also projecting a 10%-11% increase in the health insurance amount and liability insurance amount; the exact amount won't be known until later in December. The health insurance and liability insurance costs are a direct pass-through from MCO to the NMSC. Discussion followed; it was requested to wait approving the contract increase until a final amount is known for the health insurance and liability insurance costs. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the contract increase with MCO. Voting aye: Commissioners W. Helein, G. Cowling, J. Jurgenson, D. Youngquist. Voting nay: Commissioners R. Zielinski, K. Bauer. Motion carried.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#38168	Underground Distribution – Site Plan Sheet	\$ 710.25.
#38400	Biosolids Management Plan	\$4,125.00.
#38399	Sludge to Sludge Heat Exchanger - Design	\$ 141.00.
#38502	Underground Distribution – Final Design	\$3,500.00.
#38503	Underground Distribution – Preliminary Design	\$ 819.00.

Motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment invoices #38168, #38400, #38399, #38502 and #38503 to McMahon Associates. Motion carried unanimously.

Accountant Voigt reminded the Commission of the bond principal and interest payment that will be made on Monday December 3rd.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of October 2007. The plant is running well. The clarifier rebuild project is done, the methane gas torch replacement is completed, the heat exchanger pilot unit is running, and the methane engine is running okay. After discussion, motion made by Commissioner J. Jurgenson,

seconded by Commissioner D. Youngquist to approve the operating report for the month of October 2007 and to place the report on file. Motion carried unanimously.

Manager Much updated the Commission on the Sludge-to-sludge heat exchanger pilot unit. The unit is operating; we now need to monitor its operation. The unit will run for a couple of months to see if we have any heat transfer problems or problems with the piping plugging. The pilot unit is about 25% of the full scale unit.

Manager Much updated the Commissioners on the status of the electric underground distribution replacement. The bidding for this project will be on January 10th 2008. The results from the bidding will be presented at the January meeting.

Tom Vik (McMahon Associates) distributed a summary status report for the Biosolids Management Study. The full report that was included in the packets mailed to the Commissioners was a preliminary report; Tom Vik referenced the 2-page summary status report when discussing the Biosolids Management Study with the Commission. Currently the Commission produces 16,540 wet tons of biosolids per year; the 20-year projection is 19,931 wet tons per year. Current disposal costs with Gizmo Farms are \$261,000 per year. Tom Vik discussed options available for disposal of the biosolids after the contract with Gizmo Farms expires. Options discussed with the Commission were: construct an on-site storage building; construct an off-site storage building; contract for hauling, storage and spreading with another firm; landfill; sludge drying using either natural gas, methane gas, or steam; use of an emerging technology such as Minergy or a slurry carb. The Commission questioned if it would be possible to purchase the current storage building and land from Gizmo Farms. Randy Much and Tom Vik would check with Bob and Jim Polanz to see if this would be an option. The options to continue hauling, storing and spreading the biosolids similar to how it is currently being handled with Gizmo Farms but with the Commission building either an on-site or an off-site storage building are likely not viable options. The use of the landfill for disposal of biosolids would be an easy solution but an expensive option that is not popular with the DNR. Sludge Drying options are viable alternatives but these options are not inexpensive with costs possibly being about \$86 per ton. The emerging technologies options have not responded to requests and are expecting them to be expensive solutions. The current recommendations are to: pursue private contract hauling with either Veolia or Tracy & Sons; continue to evaluate drying options with an option to locate the drying facility at the Menasha Utility Steam Plant site; pursue the Minergy option. Manager Much indicated he would contact Gizmo Farms to discuss the option of purchasing the building we are currently using for sludge storage.

Manager Much presented a sewer extension request from OMNI Associates for the Dixie Road Utility Extension located in the City of Neenah. Commission R. Zielinski questioned the impact on the communities for approving the sewer extension requests received. Manager Much responded that the only concern of the Commission is if the treatment plant has capacity to accept the flow and loadings to be generated; at this point the Commission is able to handle the flow and loadings. After discussion, motion made by Commissioner G. Cowling, seconded by Commissioner J. Jurgenson to approve the sewer extension request for the Dixie Road Utility Extension located in the City of Neenah. Motion carried unanimously.

Old Business

Ordinance Contract incorporate revisions update. No additional information was received from Attorney Gunz.

Sewer ownership update. It is expected that Attorney Gunz will bring information to the next meeting for transferring ownership of the Interceptors located in the City of Neenah.

Vouchers

Commissioner D. Youngquist requested to have a summary of the project costs for the different ongoing projects similar to what is provided for the engineering costs. Motion made by Commissioner D. Youngquist, seconded by Commissioner K. Bauer, to approve Operating and Payroll Fund Vouchers #129997 thru #130056 in the amount of \$362,859.42 for the month of October 2007. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays none. Meeting adjourned at 9:13 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY December 18th, 2007.

2007 Community Survey Results



Officer Jorgenson visits with neighbors in the 600 block of Tenth Street who have been meeting annually for over 16 years to keep their neighborhood safe.

**A call for Increased Partnerships
To reduce crime and the fear of crime in Menasha**

Results Prepared by:
Jeff Jorgenson

Purpose

Menasha Police Department has used citizen surveys randomly mailed to crime victims as a tool to solicit feedback on service assessments in the past. Menasha Police Department has never formally done a door to door survey of residents to collect their opinions pertaining to safety, crime, enforcement and the police department in general. The survey would also assist us in an analysis of police response and the effectiveness of that response to a variety of circumstances.



Left: MPD working proactively through Home Safe Home program to reunite family members.

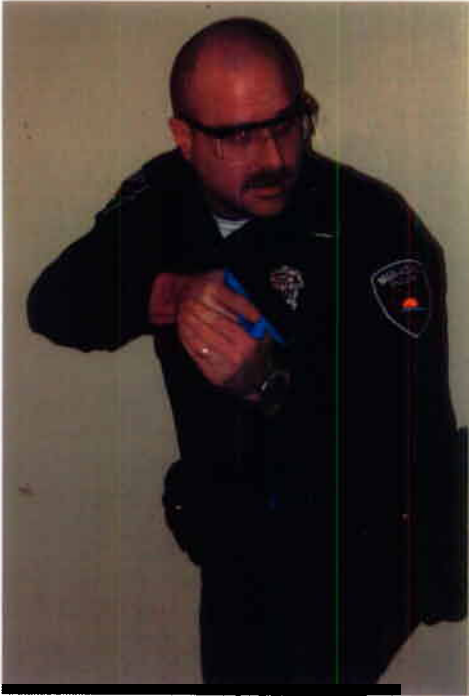
Below: Scene from a bike safety event MPD taught.

Below and Left: MPD Honor Guard at the Calder stadium 9/11 memorial



Goals

The goals of the survey were to initiate a community survey to capture the opinions of the community in regards to crime safety and the effectiveness of the police department. The survey was developed in a way that its administration could be performed by college student interns and replicated annually to provide ongoing feedback to the department from different aldermanic districts and eventually provide comparable data among the districts and between the years. Since this is the first survey we also need to assess this tool and refine it to better collect real data which could be directly compared and serve as a resource to aid the direction and decisions of the police department.

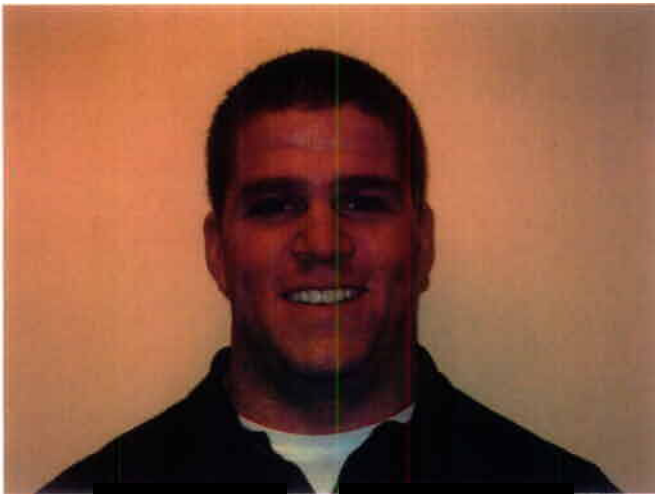


Training for success...
Officer Paul Schepff
Lt Larry Bonneville
Officer Ginger Tralongo

Methods

The survey was conducted between 06-20-2007 through 8-04-2007 by Joshua Peterson, University of WI Oshkosh, and Peter Sawyer, University of WI Eau Claire. Josh and Peter were given a City map containing outlines of the aldermanic districts and told that they would be surveying Districts 1, 3 and 8. They were asked to vary the day of the week and times for which the survey work was performed. They asked the adult who answered the door if they would be willing to complete the survey and return it immediately (to save costs of postage). The respondent generally left the completed copy of the survey in the outside door of their home. Josh and Peter would collect the survey shortly after it was completed. Josh and Peter marked the collected surveys with the respective street and hundred block and entered that information for each survey we tabulated.

Typically when community surveys are mailed to the public one can expect a return rate of around 25%. Although Josh and Peter did not track the return rate officially, their subjective opinion was that they received more than 80% returned immediately. The survey work they performed was done on weekdays and weekends including morning and early evenings. Josh then collected each of the written comments which were submitted and provided them in a sum total which is included later in this report.



Peter Sawyer



Joshua Peterson



Results

The results of the survey are included in the following pages. Where appropriate all of the responses were added and divided by the total number of responses to form an average for the opinions registered. Then the standard deviation was also calculated to further show the strength or variance of that average. For those not familiar with standard deviation consider the following example: Take the standard deviation provided in the results and add and subtract it to the average. This is the range where 66% of all answers fell. The greater the standard deviation the more variance in the answers. The smaller the standard deviation the more confidence in the average.

EX.

Average	Standard Deviation	Range within 66% of answers fell
4.3	1.7	2.6 through 6.0 (great variance)
4.3	.5	3.8 through 4.8 (strong opinion)

2007 Citizen's
Academy
Crime Scene
Investigation night



Section I

The survey respondents used the 7 point scale below to rank their opinions to the survey statements in this section. The average and the standard deviation of their responses were tabulated to show their opinions and the strength of the opinions.

Mark your opinion to each statement.	Strongly Disagree 1	Disagree 2	Slightly Disagree 3	Neutral 4	Slightly Agree 5	Agree 6	Strongly Agree 7
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Question	Count	Average	Standard deviation	Analysis notes
1) I believe my neighborhood is safe.	320	5.73	1.22	
2) I believe my neighborhood is safer than other neighborhoods in the City of Menasha.	320	5.49	1.31	
3) I see police officers patrolling my neighborhood.	320	4.44	1.76	*1
4) I believe it is likely that my home will be broken into when I am not there.	320	2.67	1.38	
5) I believe it is likely I or my neighbors will be threatened, assaulted, or held up in my neighborhood.	320	2.065	1.09	*2
6) I believe it is likely neighborhood children will become involved in drugs in my neighborhood.	320	2.95	1.51	
7) I believe neighbors argue too much with each other.	320	2.075	1.20	
8) I know the names of all the children in homes I can see through my front window.	320	4.49	2.12	*3
9) At least once a year I gather with neighbors as a group	320	3.58	2.09	*4
11) I lock my home, garage and cars to avoid becoming a victim of a property crime.	320	5.97	1.46	
12) I believe drugs can be easily obtained in my neighborhood.	320	2.98	1.73	
13) I call police when I see something out of ordinary at a neighbors house or in my neighborhood.	319	5.25	1.58	

The survey respondents used the 5 point scale below to rank their opinions to the survey statements in this section. The average and the standard deviation of their responses were tabulated to show their opinions and the strength of the opinions.

Answer questions as they relate to IN YOUR NEIGHBORHOOD...	Never, Hardly Ever 1	Several times a year 2	Several times a month 3	Several times/ week 4	Several times a day 5
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	Count	Average	Standard Deviation	Analysis Notes
14) I call police for help	320	1.07	.29	*5
15) Elderly neighbors are victimized	320	1.03	.34	
16) I see people drinking too much alcohol	320	1.3	.77	
17) I see people who are using drugs	320	1.09	.50	
18) I hear about rape/sexual assaults	320	1.05	.32	
19) Home burglaries occur	320	1.16	.52	
20) Groups of teenager hanging around AND Causing trouble	320	1.36	.84	4
21) People who don't live here frequenting my neighborhood	320	1.68	1.23	
22) Police in the neighborhood	320	2.23	1.31	
23) Theft from cars	320	1.12	.45	
24) Vandalism and graffiti	320	1.21	.57	
25) I feel scared at home during the daytime	320	1.04	.28	
26) I feel scared at home during darkness	320	1.175	.57	
27) Animal related problems in my neighborhood	320	1.42	.83	
28) I watch something that appears suspicious	320	1.44	.79	

Section II

The survey respondents used the 7 point scale below to rank their opinions to the survey statements in this section. The average and the standard deviation of their responses were tabulated to show their opinions and the strength of the opinions.

How would you feel...	Very unsafe 1	Unsafe 2	Slightly unsafe 3	No opinion 4	Slightly Safe 5	Safe 6	Very Safe 7
	Count		Average	Standard Deviation	Analysis Notes		
29) Walking alone in your neighborhood in general	320		6.13	.99			
30) Walking alone in your neighborhood in daylight	320		6.37	.93			
31) Walking alone in your neighborhood after dark	320		5.3	1.55	*6		
32) Walking with others in your neighborhood in daylight	320		6.59	.67			
33) Walking with others in your neighborhood after dark	320		6.07	1.11			
34) Walking alone in downtown during the day	320		5.88	1.38			
35) Walking alone downtown after dark	320		4.49	1.72			
36) Walking with others downtown during the day	320		6.1	1.18			
37) Walking with others downtown after dark	320		5.3	1.57	*6		
38) Being in Jefferson Park alone during the day	320		5.4	1.54	*6		
39) Being in Jefferson Park alone after dark	320		3.65	1.8	*6		
40) Being in Jefferson Park with others during the day	320		5.78	1.49			
41) Being in Jefferson Park with others after dark	320		4.65	1.75			
42) Being on the trail between Jefferson and Heckrodt Parks during day	320		4.88	1.58			
43) Being on the trail between Jefferson and Heckrodt Parks at night	320		3.57	1.66			
44) Walking the trails at Heckrodt Park during the day	320		5.19	1.5			
45) Walking the trails at Heckrodt Park at night (while they are open)	320		4.04	1.65			
46) Being at the Fourth of July fireworks celebration	320		5.46	1.52	*6		
47) Being at the New Years Eve celebration downtown	320		5.22	1.51	*6		
48) Being at home during the day	320		6.31	1.06			
49) Being at home after dark	320		6.05	1.23			

The survey respondents used the 7 point scale below to rank their opinions to the survey statements in this section. The average and the standard deviation of their responses were tabulated to show their opinions and the strength of the opinions.

Check the box that best describes your opinion	Strongly Disagree 1	Disagree 2	Slightly Disagree 3	No opinion 4	Slightly Agree 5	Agree 6	Strongly Agree 7
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	Count	Average	Standard Deviation	Analysis Notes
50) Police presence in my neighborhood is appropriate for the need.	320	5.24	1.49	
51) Police fulfill demands for traffic enforcement.	320	5.1	1.53	
52) Police department gives proper attention to minor crimes like thefts and vandalism	320	5.2	1.29	
53) Police department is providing appropriate community education and outreach programs	320	5.0	1.29	
54) Enforcement efforts are compatible with community needs	320	5.18	1.31	
55) Officers respond to emergency calls efficiently	320	5.46	1.23	
57) Officers treat people with respect	320	5.53	1.37	*7
58) Phone calls are handled professionally	320	5.32	1.44	
59) Officers are respected by the community	320	5.64	1.14	*7
60) A formal complaint brought against an officer will receive a fair, objective, and timely response	320	4.88	1.35	*7
61) Menasha police department does its job well	320	5.68	1.25	



Section III: Demographic Information

62. How long have you lived in Menasha?

	Less than 1 yr	1-3 years	4-10years	11-20 years	21+ years
Count:	23	39	89	56	112

63. How old are you?

	18-24	25-34	35-44	45-54	55-64	65+
Count:	12	47	93	74	44	49

64. Do you own or rent your home?

	OWN	RENT
Count:	290	29
Survey %	91%	9%
2000 Census for Menasha	61%	38.5%

65. What is your current employment status?

employed	unemployed	student	disabled	retired	homemaker	other
215	7	4	6	59	26	2

66. What is your race?

	Caucasian(white)	African American	Asian	Hispanic/Latino	Other
Count:	305	2	3	6	1
Survey %	95%	.6%	.9%	1.8%	.3%
East Central WI	91%	.7%	1.3%	3.11%	3.4%

Report on Changing Demographics by Kazimierz Zaniewski Identified the above comparable percentages for minorities in East Central WI.

FICTITIOUS EXAMPLE: The City of Menasha just received one hundred thousand dollars. Where would you put the money? Place money in amounts totaling 100 like the example on the left.

City Department	Min	Max	Avg	Standard Deviation	Mode Answ - count
67. Building Inspection	0	33	3.67	4.90	0-189
68. Community Development Dept	0	100	9.86	11.11	0-119
69. Finance Department	0	100	5.12	11.86	0-196
70. Neenah/Menasha Fire Rescue	0	50	16.65	10.28	20-75
71. Health Dept	0	100	8.95	9.95	0-124
72. Information Systems (technology)	0	50	5.07	6.48	0-173
73. Library	0	50	6.5	7.85	0-157
74. Parks and Recreation Dept	0	100	11.3	11.53	0-107
75. Police Dept	0	100	17.79	13.38	10-74
76. Streets/Public Works Dept.	0	100	14.03	13.47	0-100

FICTITIOUS EXAMPLE: Due to pressure from Neighborhood Watch groups the Common Council awarded an additional 10 thousand dollars into the police budget. Where would you put this money in increments of 1?

	Minimum	Maximum	Average	Standard Deviation	Mode Answer-count
77. Crime prevention	0	10	2.19	1.47	2-103
78. Equipment and Technology	0	7	1.42	1.08	0-96
79. Overtime for directed/targeted enforcement of problem areas	0	10	2.24	1.70	2-87
80. Specialized training for officers	0	10	1.45	1.24	1-99
81. Traffic enforcement overtime	0	10	1.08	1.30	0-149
83. Community Outreach Programming	0	10	1.38	1.55	0-121

CRT team during a training incident.



Analysis

The following section describes sections of the survey which I found noteworthy.

*

1. Question # 3: I see police officers patrolling my neighborhood was answered either neutral or in agreement by 70% of the respondents in the survey. Considering we have over 70 miles of roadway and usually 2-3 officers per shift it is good to hear we are being recognized for being in the neighborhoods. Incidentally, we did receive some low marks on this question. When I saw a low number on this question I checked the results from other neighbors on the street and found those neighbors had scored us higher. In other words we didn't receive all low marks from one area in particular but rather we received low marks from some houses throughout the City but overall we scored above neutral on this question.
2. Question # 5: I believe it is likely I or my neighbors will be threatened, assaulted, or held up in my neighborhood was answered as neutral or disagree by 95% of the respondents. This would be an accurate portrait of our crime statistics as well as we certainly do have crime in neighborhoods but overall we consistently rank in the top ten of safest cities/ metro areas for the entire country.
3. Question # 8: I know the names of all the children in the homes I can see through my front window was answered by only 54% of respondents in agreement. This is an area where the police department really needs civic support. We often hear complaints of kids in the neighborhood hanging out or causing trouble but if neighbors took the time to meet these kids they would have a better influence to curb undesirable activities with the kids themselves or through their parents.
4. Question # 9: At least once a year I gather with neighbors as a group was answered in agreement by only 33% of respondents. Neighborhood watch programs are only sustainable when they have citizens who are willing to step forward and take the lead to insure the meetings continue and the relationships are built to last. Initiation of neighborhood watch programs consistently lead to an increase in service for police departments but an overall decrease in serious crime as neighbors feel personally responsible for the safety and well being of the entire neighborhood rather than just their property.
5. Question # 14: I call police for help was answered almost unanimously as never or hardly ever. This may show we are reaching a group of citizens who we rarely are called to serve or that most citizens do not need to call the police for service or further yet that the citizens just do not call the police whether they need to or not. I will look at rewording this question to better capture the essence of that answer.
6. **Section II** questions 29 through 49 show us a couple of areas where the City may evaluate to explore change to increase safety and the perceptions of safety.

Question 31 and 37 had answers which were practically identical and surprising. The comparison would be that the survey respondents felt only slightly safe while walking alone in their neighborhood after dark and only slightly safe while walking with others in the downtown after dark. This strikes me as peculiar as I would have suspected that more people would feel less safe alone than in a group. It appears to me that we could continue our work downtown to improve safety perceptions of group travel downtown.

Question 38 and 39 show that the perception of safety on average in Jefferson Park goes from slightly safe in the daytime to slightly unsafe at dark. Most importantly we should note the higher standard deviation noting many differing opinions to the question. This may be a question which we would look to compare through the years and see if the answers were attributed to the negative publicity this Summer at the park influencing the survey. In addition, due to the negative publicity the Parks Department is looking to incorporate some target hardening approaches which too could positively influence the safety perceptions at the park after dark. On a

related note, being alone in Jefferson Park after dark and being on the trail between Jefferson Park and Heckrodt after dark both received slightly unsafe averages overall.

Questions 46 and 47 also intrigued me as the respondents indicated on average that attending the 4th of July fireworks and the New Years Eve fireworks both received slightly safe marks. The police department generally provides no extra staff other than Auxiliary Officers to the New Years Eve night where the Independence Day activities generally require the entire Auxiliary Police force, the 3 investigators, 2 school liaison officers, and the crime prevention officer all to assist as well as running 12 hour overlap shifts with scheduled patrol officers. The Independence Day duties include traffic direction and dealing with alcohol related occurrences in and around the park.

7. Section II Questions 50-61

Overall, this section you can see a positive lean in agreement with the functioning of the police department. Question # 57 and 59 showed the greatest support indicating the police officers treat people with respect and the community in turn respects the police officers.

Question # 60 A formal complaint brought against an officer will receive a fair, objective and timely response shows the weakest support registering at no opinion. I wonder if the media's active role in following the process for Neenah Police Department and Officer Dringoli has influenced the answers to this question as that investigation continued to make headlines for more than 2 years. This may have shifted public opinion to be more skeptical of police internal investigations, their processes, and the length of those processes.

8. Section III Demographics

This section provides insight into the types of people who were providing the opinions for the survey questions. This section I plan to add a question to address the respondent's sex so I can better analyze the answers especially as they relate to safety and fear. It appears we got a much stronger turnout from individuals who owned their homes than from persons who rent. 2000 Census data would show Menasha to be 61% owner occupied and 38% rental based. In regards to minority response to the survey I compared figures for East Central WI obtained from Kazimierz Zaniewski report on the Changing Demographics of the Region. It appears overall we were slightly under those statistics for our reporting. In addition I did not filter for Indian specifically which could be helpful to this area.



Officer Jeff Jorgenson expressing appreciation for the Menasha Joint School District adult class of English language learners from Menasha.

9. Financial Appropriations and Priority Rankings

Although some may find this arbitrary and not helpful I considered it a great exercise in priorities and as you can see the respondents did spend some time thinking in these exercises. It should be noted that there were a number of people who didn't complete these portions or did so in a way that I could not interpret for analysis. I filtered any response that was not within 30 dollars of the top section either way. In addition I also manipulated some answers which were provided in thousands instead of hundreds. After the above verification occurred we had a sample size of 270 respondents and their averages and standard deviations were recorded in the charts. I also recorded the minimum and maximum reported by respondents. An initial observation which immediately stood out was the 4 categories which never received a vote for all of the funds. I was surprised to see the Fire Department not receive a full 100 vote as one would think in terms of public safety that police and fire would have been a difficult department to compete with. Realistically though it appears that each department received a piece of the money overall without establishing any obvious trends. In addition I then provided the mode which is the answer which was received the most. The number following the mode is the number of respondents who gave that answer to show the strength of the mode. As you can see with the mode the Fire Department received a vote of 1/5th of the total monies by about a third of the respondents. This made more sense as firefighters are typically perceived favorably by everyone.

In regards to the police department financial appropriations and ranking I was surprised to see the traffic enforcement receive the lowest marks as we frequently receive calls for service involving speeding cars on residential streets, however respondents feel extra money should be spent on everything else overall. I was surprised to see equipment and technology was the only category not receiving a full vote of 10. It appears that respondents spread the money throughout the categories predominately without establishing an obvious trend or direction.

The survey results showed some very positive remarks about the police department and the City of Menasha in general. These positive results reinforced the resident's appreciation for the work performed by the police department. The survey also sent a positive message to the community that the police department is interested in the perspectives of its citizens.

10. Remarks from the surveys

The following remarks were captured from the surveys where the survey respondent included remarks either in general or to a specific question. These remarks were translated verbatim by our intern Josh Peterson.

Date: 8/7/07 **District:** 8 **Street:** Deer Haven **Block:** 2000

We would like to see more patrols on Southfield and at Barker Farm Park. We moved here because it was a nice neighborhood. We want it to stay that way.

3.) I see police officers patrolling my neighborhood.....Barley ever

8.) I know the names of all the children in homes I can see through my front window.....& Backyard too

9.) At least once a year I gather with neighbors as a group.....weekly!

12.) I believe drugs can be easily obtained in my neighborhood...@ the park.

13.) I call police when I see something out of ordinary at a neighbor's house or in my neighborhood...@ the park (Barker Farm Park)

14.) I call police for help...for the park

17.) I see people who are using drugs..@ the park

- 20.) Groups of teenager hanging around AND causing trouble.... @ the park
- 21.) People who don't live here frequenting my neighborhood....park.
- 24.) Vandalism and graffiti.....park.
- 28.) I watch something that appears suspicious...park.

Date: 8/4/07 District: 8 Street: Deer Haven Block: 2000

- 9.) At least once a year I gather with neighbors as a group...(weekly)
- 12.) I believe drugs can be easily obtained in my neighborhood.....The Park!
- 13.) I call police when I see something out of ordinary at a neighbors house or in my neighborhood....The Park.
- 20.) Groups of teenager hanging around AND Causing trouble...The Park.
- 69.) Finance Department...IF that's for lowering property taxes...100%
- 76.) Streets/Public Works Dept...100%-Old Manitowoc especially!
- 79.) Overtime for directed/targeted enforcement of problem areas...10 skate Park

Date: 8/4/07 District: 8 Street: Pinewood Ct. Block: 2000

- 69.) Finance Department....100 (to lower property taxes).

Date: 8/4/07 District: 8 Street: Fieldview Dr. Block: 1200

- 69.) Finance Department...+ 5 Work on personality.
- 76.) Streets/Public Works Department... +0 The City plows and salts too much.

Date: 8/16/07 District: 3 Street: Depere Block: 1200

- 7.) I believe neighbors argue to much with each other...Some do
- 12.) I believe drugs can be easily obtained in my neighborhood...Duplexes-transient neighbors.
- 22.) Police in the neighborhood...PDQ nearby.
- 50.) Police presence in my neighborhood is appropriate for the need....Speeders/school.

Date: 7/16/07 District: 3 Street: Depere Block: 1200

Majority of problems in this area are drug related and speeding. There are many small children on Depere Street and the traffic drivers very fast.

Date: 7/16/07 **District:** 3 **Street:** Appleton **Block:** 1200

We have only been a resident of Menasha for a little over a year. So far so good. We love our neighborhood and feel very safe. We have great neighbors very involved with their children and keep their properties tidy and neat.

Date: 7/16/07 **District:** 3 **Street:** Appleton **Block:** 1200

24.) Vandalism and graffiti...at Gegan school every year.

46.) Being at the Fourth of July Fireworks celebration...Too many people are shooting off their own fireworks, its very scary!

Date: 7/28/07 **District:** 8 **Street:** Lawndale **Block:** 1100

75.) Police Dept....100% Fight Gangs.

79.) Overtime for directed/targeted enforcement of problem areas....100% Gangs.

Date: 7/28/07 **District:** 8 **Street:** ? **Block:** 100

I wish officers would give out more tickets to people who play music way to loud all over the state in every city and village. I want to keep my hearing for as long as possible, thank you.

Date: 8/04/07 **District:** 8 **Street:** Southfield **Block:** 1100

51.) Police fulfill demands for traffic enforcement... A lot of speeders, too busy writing parking tickets.

Date: 8/04/07 **District:** 8 **Street:** Mossheaven Ct. **Block:** 1000

In my neighborhood on 8th street and Arthur police responded to my call when my son's foot was stuck in a bike ½ hour after the incident.

-Eating a donut

-He was young and crying, I cut the wires the best I could on the bike to help. Even though the officers did not help, I had to fill out a report.

Date: 8/04/07 **District:** 8 **Street:** Deer Haven Dr. **Block:** 1200

13.) I call police when I see something out of ordinary at a neighbors house or in my neighborhood....I would but its not been necessary.

Date: 7/11/07 **District:** 2 **Street:** ? **Block:**100

No questions about fireworks?....Looking forward to reading some analysis of your survey.

Date: 6/20/07 **District:** 1 **Street:** Lopas **Block:**300

Why is it that a person can park his truck across the sidewalk daily and nightly without penalty. But every time someone parks on the wrong side of the street they get a ticket?

Date: 6/20/07 **District:** 1 **Street:** Lopas **Block:**300

43.) Being on the trail between Jefferson and Heckrodt Parks at night....Didn't know there was one, but probably would not use it at night, safety concerns.

I don't care to be around crowds that encourage heavy drinking or allow..

Boogie and the Yo Yo's "drive some more, drink some more, fill your cups again".

Date: 6/20/07 **District:** 1 **Street:** Cleveland **Block:**300

I have only lived in Menasha for 6 months! So far I think the police and fire departments do a great job.

Date: 6/20/07 **District:** 1 **Street:** Elm **Block:**300

Could anyone due something about our street (Elm) being off the summer parking restrictions (even and odd) because we can only park on the odd side all the time? *Thank you for any involvement you may have had in putting the street light back by our house (345).

Date: 6/20/07 **District:** 1 **Street:** Elm **Block:**300

The main problem I observe in this neighborhood is a lack of enforcing existing laws and ordinances. Cars parked in yards or on the street in violation of ordinances. Cars speeding down the streets (sometimes motorcycles too) day and night. Cars with stereos blasting away day and night (no as often as it used to be). People putting up sheds and garages that fill up the yards and increase drainage problems. In winter some sidewalks remain unshoveled.

4

Date: 6/20/07 **District:** 1 **Street:** Elm **Block:**300

We have noticed an increase of the speed in the traffic on our street. It would be helpful if bicycle traffic and safety laws were enforced. I have seen many children and adults disregard stop signs and other traffic rules while on their bikes.

Date: 7/11/07 **District:** 3 **Street:** 9th **Block:** 700

This survey is a good idea, thank you!!!!

#46- To be safer during this time directed towards traffic around the area where all the fireworks are lit.

#47- A new celebration every year or so with maybe the Police Department handing out Hot Chocolate and Coffee with the monies raised and all would go back into helping Menasha Community.

On 9th Street traffic at times way to fast.

People use cell phones while driving. Bad idea. Even worse is Police Officers are using cell phones as well while driving????

Date: 7/11/07 **District:** 3 **Street:** Mani. **Block:** 700

Responding to questions 67-76....DOWNTOWN REVITALIZATION!!

Date: 7/16/07 **District:** 3 **Street:** Bechwoood **Block:** 1200

Responding to questions 67-83...Allocate evenly! I would like to see an anti-smoking program implemented. There is a huge smoking problem in this city.

Date: 7/16/07 **District:** 3 **Street:** 10th **Block:** 600

Consolidating with Neenah P.D. would be the best thing MPD could do for the community.

Date: 7/16/07 **District:** 3 **Street:** 10th **Block:** 600

9.) At least once a year I gather with neighbors as a group... We have a strong neighborhood watch.

Responding to questions 67-76...Put money in bank and watch where it is spent.

Date: 7/16/07 **District:** 3 **Street:** 10th **Block:** 600

Keep checking Depere St. Apartments between 9th and Airport Road, thanks.

Date: 7/11/07 **District:** 1 **Street:** ? **Block:** ?

P.S. Whey they don't pick up recyclables more often (every other wk).

Date: 7/28/07 **District:** 8 **Street:** Dakota Grove **Block:** 200

27.) Animal related problems in my neighborhood...Dog day care, dogs are loudly barking.

Date: 7/28/07 **District:** 8 **Street:** Dakota Grove **Block:** 100

Too many bars in the Menasha City limits, does not mix well with the low lifes that hang out at these establishments.

Date: 7/28/07 **District:** 8 **Street:** ? **Block:** 400

*Have not had need to call upon police services, not aware of others in are need to either.

Date: 7/28/07 **District:** 8 **Street:** Honey Bunch Ct. **Block:** 1200

I barely live in the city of Menasha. Our police contact is very limited as we are surrounded by different municipalities. I have serious concerns as to whether or not we would receive a proper response time from any emergency service should that need ever arise. If you have any questions feel free to call 991-0320 Deb Strauss.

Date: 7/28/07 **District:** 8 **Street:** Still Meadow Lane **Block:** 1100

11.) I lock my home, garage and cars to avoid becoming a victim of a property crime....Had a theft.

Date: 7/28/07 **District:** 8 **Street:** Sugar Bridge Ct. **Block:** 2312

Lack of speeding patrol on both Still Meadow and Manitowoc Rd. This is getting very bad and no one seems to care.

Date: 7/28/07 **District:** 8 **Street:** Meadow View **Block:** 200

I feel relatively safe in my immediate neighborhood, but there are rentals down the street that I feel may be dealing drugs. Also, people drive too fast on Meadow View. I am concerned for my kids and the others in the area.

Date: 7/28/07 **District:** 8 **Street:** Deerfield **Block:** 1000

Due to a lot of maturing teenagers, especially in the rental units nearby, we would like to see a greater police presence here. There is a lot of excessive speeding on Eugene and Deerfield-bikes and cars-, as well as groups of teenage out in the streets all hours of the night making noise. There area a number of families with new young children that are at risk.

Date: 7/28/07 **District:** 8 **Street:** Greendale **Block:** 1300

I had a new mailbox set on fire 1 or 2 yrs ago.

Date: 7/28/07 **District:** 8 **Street:** Greendale **Block:** 1300

In response to questions 67-76...Start and animal control department 100%

12.) I believe drugs can be easily obtained in my neighborhood...Not right in our neighborhood, but within a couple of blocks.

35.) Walking alone downtown after dark....Depends on if you're a man or a women.

Following is a copy of the actual survey handed out to each of the respondents



Section I: Your Neighborhood

Mark your opinion to each statement.	Strongly Disagree	Disagree	Slightly Disagree	Neutral	Slightly Agree	Agree	Strongly Agree
1) I believe my neighborhood is safe.							
2) I believe my neighborhood is safer than other neighborhoods in the City of Menasha.							
3) I see police officers patrolling my neighborhood.							
4) I believe it is likely that my home will be broken into when I am not there.							
5) I believe it is likely I or my neighbors will be threatened, assaulted, or held up in my neighborhood.							
6) I believe it is likely neighborhood children will become involved in drugs in my neighborhood.							
7) I believe neighbors argue too much with each other.							
8) I know the names of all the children in homes I can see through my front window.							
9) At least once a year I gather with neighbors as a group							
11) I lock my home, garage and cars to avoid becoming a victim of a property crime.							
12) I believe drugs can be easily obtained in my neighborhood.							
13) I call police when I see something out of ordinary at a neighbors house or in my neighborhood.							

Check the box that best describes your opinion to each statement.

Answer questions as they relate to IN YOUR NEIGHBORHOOD...	Never, Hardly ever	Several times a year	Several times a month	Several times/ week	Several times a day
14) I call police for help					
15) Elderly neighbors are victimized					
16) I see people drinking too much alcohol					
17) I see people who are using drugs					
18) I hear about rape/sexual assaults					
19) Home burglaries occur					
20) Groups of teenager hanging around AND Causing trouble					
21) People who don't live here frequenting my neighborhood					
22) Police in the neighborhood					
23) Theft from cars					
24) Vandalism and graffiti					
25) I feel scared at home during the daytime					
26) I feel scared at home during darkness					
27) Animal related problems in my neighborhood					
28) I watch something that appears suspicious					

Section II: Crime Perceptions and Police Perceptions

How would you feel...	Very unsafe	Unsafe	Slightly unsafe	No opinion	Slightly Safe	Safe	Very Safe
29) Walking alone in your neighborhood in general							
30) Walking alone in your neighborhood in daylight							
31) Walking alone in your neighborhood after dark							
32) Walking with others in your neighborhood in daylight							
33) Walking with others in your neighborhood after dark							
34) Walking alone in downtown during the day							
35) Walking alone downtown after dark							
36) Walking with others downtown during the day							
37) Walking with others downtown after dark							
38) Being in Jefferson Park alone during the day							
39) Being in Jefferson Park alone after dark							
40) Being in Jefferson Park with others during the day							
41) Being in Jefferson Park with others after dark							
42) Being on the trail between Jefferson and Heckrodt Parks during day							
43) Being on the trail between Jefferson and Heckrodt Parks at night							
44) Walking the trails at Heckrodt Park during the day							
45) Walking the trails at Heckrodt Park at night (while they are open)							
46) Being at the Fourth of July fireworks celebration							
47) Being at the New Years Eve celebration downtown							
48) Being at home during the day							
49) Being at home after dark							

Check the box that best describes your opinion	Strongly Disagree	Disagree	Slightly Disagree	No opinion	Slightly Agree	Agree	Strongly Agree
50) Police presence in my neighborhood is appropriate for the need.							
51) Police fulfill demands for traffic enforcement.							
52) Police department gives proper attention to minor crimes like thefts and vandalism							
53) Police department is providing appropriate community education and outreach programs							
54) Enforcement efforts are compatible with community needs							
55) Officers respond to emergency calls efficiently							
57) Officers treat people with respect							
58) Phone calls are handled professionally							
59) Officers are respected by the community							
60) A formal complaint brought against an officer will receive a fair, objective, and timely response							
61) Menasha police department does its job well							

Section III: Demographic Information

62. How long have you lived in Menasha?

Less than 1 yr 1-3 years 4-10years 11-20 years 21+ years

63. How old are you?

18-24 25-34 35-44 45-54 55-64 65+

64. Do you own or rent your home?

OWN RENT

65. What is your current employment status?

employed unemployed student disabled retired homemaker other

66. What is your race? Caucasian(white) African American Asian Hispanic/Latino Other

FICTITIOUS EXAMPLE: The City of Menasha just received one hundred thousand dollars. Where would you put the money? Place money in amounts totaling 100 like the example on the left.

EXAMPLE	City Department	YOUR Choice
15	67. Building Inspection	
+25	68. Community Development Dept	
+20	69. Finance Department	
+20	70. Neenah/Menasha Fire Rescue	
+10	71. Health Dept	
+0	72. Information Systems (technology)	
+0	73. Library	
	74. Parks and Recreation Dept	
+0	75. Police Dept	
+0	76. Streets/Public Works Dept.	
=100	Total = 100 (thousand)	=100

FICTITIOUS EXAMPLE: Due to pressure from Neighborhood Watch groups the Common Council awarded an additional 10 thousand dollars into the police budget. Where would you put this money in increments of 1?

Example		YOUR Choice
2	77. Crime prevention	
+1	78. Equipment and Technology	
+3	79. Overtime for directed/targeted enforcement of problem areas	
+1	80. Specialized training for officers	
+3	81. Traffic enforcement overtime	
+0	83. Community Outreach Programming	
=10	Total = 10 (thousand)	=10

Do Not Complete This section. Intern use only

DATE _____ DISTRICT _____ STREET _____ BLOCK _____

DATE MAILED

DEC - 7 2007

BEFORE THE

PUBLIC SERVICE COMMISSION OF WISCONSIN

Joint Petition For Dispute Resolution Concerning an Interconnection
Agreement Amendment Between Wisconsin Bell, Inc., d/b/a
AT&T Wisconsin and TDS Metrocom, LLC

5-MA-145

NOTICE OF ARBITRATION

THIS IS AN ARBITRATION, on the joint petition of Wisconsin Bell, Inc., d/b/a AT&T Wisconsin and TDS Metrocom, LLC for arbitration of the rates, terms and conditions under which the petitioning parties will interconnect with each other. The Commission hereby appoints an arbitration panel consisting of Dennis Klaila (chair), Anne W. Waymouth and Duane Wilson.

This docket is conducted pursuant to the Commission's jurisdiction in Wis. Stat. §§ 196.02(1), 196.04, 196.199(2), and other provisions of Wis. Stat. ch. 196 as may be pertinent hereto, and 47 U.S.C. §§ 251 et seq. This docket may involve the application of any provision of Wis. Stat. ch. 196 as may be determined appropriate or necessary by the panel for the resolution of any issue presented to the panel. The Commission has determined to apply to this docket the Interim Procedures for Negotiations, Mediation, Arbitration, and Approval of Agreements, *Investigation of the Implementation of the Telecommunications Act of 1996*, PSCW Docket 05-TI-140 (May 23, 1996).

NOTICE IS GIVEN that the Commission considers it necessary, in order to carry out its duties, to investigate all books, accounts, practices, and activities of the petitioning parties. The expenses incurred or to be incurred by the Commission which are reasonably attributable to this arbitration will be assessed against and collected from the petitioners in accordance with the provisions of Wis. Stat. § 196.85 and Wis. Admin. Code ch. PSC 5.

The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this proceeding or who needs to obtain this document in a different format should contact the docket coordinator listed below.

DEC 10, 2007

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Docket 05-MA-145

Questions regarding this matter may be directed to docket coordinator Dennis Klaila at (608) 267-9780.

Dated at Madison, Wisconsin, December 7, 2007

By the Commission:



Sandra J. Paske
Secretary to the Commission

SJP:DK:slg:DL:5-MA-145\Notice\5-MA-145 Notice of Arbitration.doc



December 07, 2007

Ms. Debbie Galeazzi
City of Menasha
140 Main Street
Menasha, WI 54952-3190

Dear Ms. Debbie Galeazzi:

I am writing to inform you that effective with our customer's January 2008 billing statements, the FCC Regulatory Fee, which is currently \$0.07 per month, will decrease to \$0.06 per month. The FCC Regulatory Fee is paid directly to the Federal Communications Commission to recover annual costs of its enforcement, policy and rulemaking, user information and international activities.

We will begin notifying customers through bill messages January 1, 2008 – February 1, 2008. The messages will read:

- **"Please be advised that effective with this billing statement the Federal Communications Commission Fee (FCC Fee) has decreased from \$0.07 per month to \$0.06 per month."**

Please feel free to contact me at (920) 831-9105 with any questions or concerns.

Sincerely,

Bill Harke
Public Affairs Manager

DEC 10, 2007

Menasha Utilities
Steam Detail
For the Ten Months Ending October 31, 2007

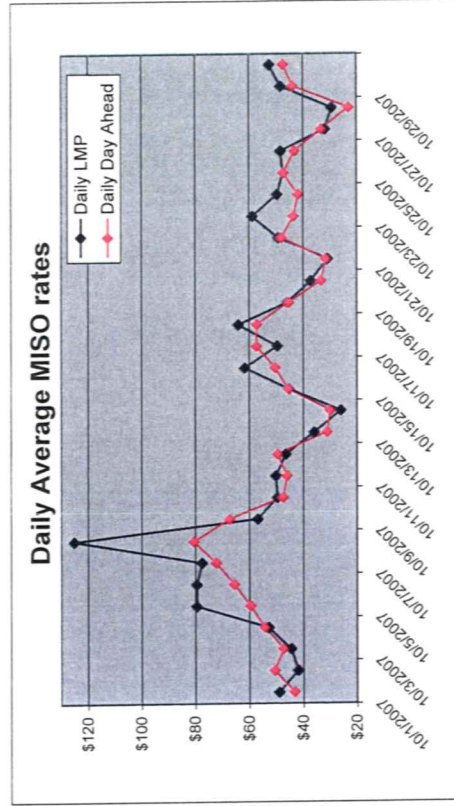
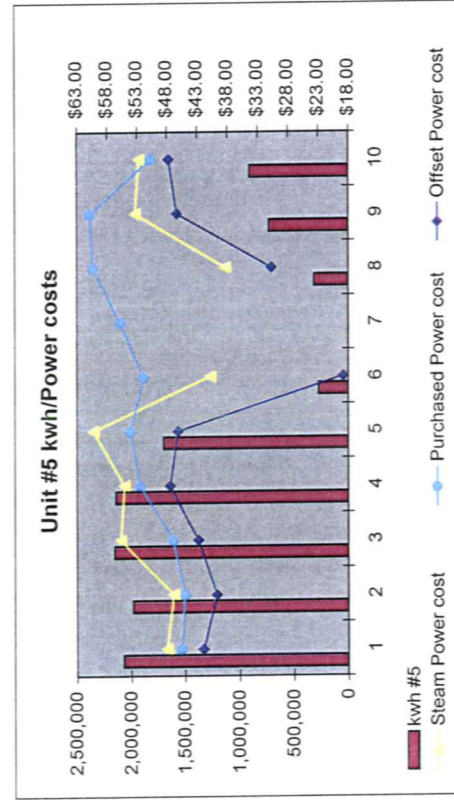
	Current Month		Year-to-Date		Annual
	Actual	Poyry Report	Actual	Poyry Report	Poyry Report
Operating Revenues					
Steam Sales - Sonoco	\$613,837.10	\$678,993.00	\$6,047,325.90	\$6,685,023.00	\$8,197,483.00
Steam Sales - Alcan	28,276.74	53,249.00	266,009.95	410,725.00	538,789.00
Steam Sales - Whiting	32,180.27	53,249.00	342,472.40	410,725.00	538,788.00
Electric Sales	47,483.82	199,208.00	645,162.26	1,879,104.00	2,328,510.00
MISO Sales	295,215.91	272,512.00	1,669,362.49	2,803,914.00	3,254,985.00
Capacity Payment	13,334.00		123,286.00		
Forfeited Discounts-Late Charges	285.07		14,923.98		
Total Operating Revenues	1,030,612.91	1,257,211.00	9,108,542.98	12,189,491.00	14,858,555.00
Operation and Maintenance Expenses					
Steam Power Generation					
Labor	104,216.23	96,891.50	1,078,021.54	968,915.00	1,162,698.00
Coal	498,704.50	551,395.00	5,169,238.92	6,214,529.00	7,362,731.00
Ash Disposal	10,424.52	6,200.00	86,625.44	61,900.00	74,718.00
Other Fuel Expenses	8,192.11		43,934.67		
Steam Expenses	2,545.04	8,633.33	55,871.39	86,333.30	103,600.00
City Water and Sewer	13,761.50	16,574.92	137,856.92	165,749.20	198,899.00
Electric Expenses	292.36	2,158.33	8,473.56	21,583.30	25,900.00
Miscellaneous Steam Power Expenses	3,251.44	2,590.00	49,334.61	25,900.00	31,080.00
Auxiliary Power	85,624.62	61,422.08	696,626.40	614,220.80	737,065.00
Maintenance of Structures	16.00		971.11		
Maintenance of Boiler Plant	4,883.76	1,295.00	79,587.72	12,950.00	15,540.00
Maintenance of Electric Plant	590.95	17,266.67	19,343.16	172,666.70	207,200.00
Maintenance of Miscellaneous Steam Plant	72.14	4,316.67	5,515.59	43,166.70	51,800.00
Total Steam Power Generation	732,575.17	768,743.50	7,431,401.03	8,387,914.00	9,971,231.00
Distribution Expenses					
Chemical Expense	12,001.33		132,908.65		
Steam Line Expense		11,568.67	6,433.10	115,686.70	138,824.00
Customer Installation	624.07		4,496.97		
Maintenance of Mains			9,052.04		
Maintenance of Services	1,547.61		3,283.94		
Total Distribution Expenses	14,173.01	11,568.67	156,174.70	115,686.70	138,824.00
Administrative and General Expenses					
Administrative and General Salaries	4,236.42	6,943.17	41,101.70	69,431.70	83,318.00
Office Supplies and Expenses	348.24	454.92	2,048.31	4,549.20	5,459.00
Outside Services Employed	31,539.61	3,362.00	98,377.60	18,906.00	22,993.00
Property Insurance	3,341.93	3,338.75	33,419.24	33,387.50	40,065.00
Injuries and Damages	3,386.93	3,684.33	33,255.50	36,843.30	44,212.00
Employee Pensions and Benefits	29,262.97	34,912.93	287,191.44	349,129.30	418,955.00
Miscellaneous General Expenses	1,626.02	1,255.67	6,643.16	18,814.70	20,473.00
Vehicle Clearing	132.90		3,444.24		
Power Operated Clearing	802.28		8,460.36		
Rents	50.00	50.00	500.00	500.00	600.00
Maintenance of General Plant			198.67		
Total Administrative and General Expenses	74,727.30	54,001.77	514,640.22	531,561.70	636,075.00
Total Operation and Maintenance Expenses	821,475.48	834,313.94	8,102,215.95	9,035,162.40	10,746,130.00
Other Operating Expenses					
GE Water Treatment Lease Expense	29,166.03	29,166.00	291,660.30	291,660.00	349,992.00
			0.03	0.30	

Menasha Utilities
Steam Detail
For the Ten Months Ending October 31, 2007

	Current Month		Year-to-Date		Annual Poyry Report
	Actual	Poyry Report	Actual	Poyry Report	
Taxes					
	\$7,976.64	\$6,901.08	\$83,503.27	\$69,010.80	\$82,813.00
Total Other Operating Expenses	37,142.67	36,067.08	375,163.57	360,670.80	432,805.00
Total Operating Expenses	858,618.15	870,381.02	8,477,379.52	9,395,833.20	11,178,935.00
Net Operating Income (Loss)	171,994.76	386,829.98	631,163.46	2,793,657.80	3,679,620.00
Other Income					
Interest and Dividend Income	6,728.90	9,073.00	86,332.00	90,730.00	108,876.00
Total Other Income	6,728.90	9,073.00	86,332.00	90,730.00	108,876.00
Income Before Interest Charges	178,723.66	395,902.98	717,495.46	2,884,387.80	3,788,496.00
Interest Charges					
Interest on Long-Term Debt	100,517.50	90,814.42	1,059,800.04	908,144.20	1,089,773.00
Interest on Debt to Municipality	79,848.67	56,166.67	676,620.70	561,666.70	674,000.00
Total Interest Charges	180,366.17	146,981.09	1,736,420.74	1,469,810.90	1,763,773.00
Net Income (Loss)	(1,642.51)	248,921.89	(1,018,925.28)	1,414,576.90	2,024,723.00

STEAM DISTRIBUTION FOR OCTOBER 2007

			Monthly Total	Poyry Report	YTD	Poyry YTD
Total Steam purchased	Sonoco			69,712	620,875	686,348
	Alcan			5,695	29,589	43,927
	Whiting			5,695	36,117	43,927
	Steam Total	0	69,488	81,102	686,580	774,202
Total Generation kwh		On-Peak	Off-Peak	Monthly Total	Poyry Report	YTD
MISO Market	Unit #3	0	0	0		
	Unit #4	3,367,985	2,138,859	5,506,844	3,608,000	19,691,850
	Real-Time - MISO	1,083,636	486,390	1,570,026	3,608,000	11,035,886
	Average MISO Price	65.81	33.05	44.73	75.53	40.78
Day-Ahead - MISO	Average MISO Price	2,284,349	1,652,469	3,936,818	0	19,883,042
	Average MISO Price	61.77	28.92	42.77	0	43.75
Behind the Meter	Unit #5	392,849	508,689	901,537	2,624,000	22,948,000
	Average Price			52.67	58.50	58.50
MW Total		3,760,833	2,647,548	6,408,381	6,232,000	43,161,651
						64,603,000



Monthly Construction Report December 2007

WATER TREATMENT PLANT MODIFICATIONS

Prepared For The



City Of Menasha, Wisconsin



Prepared By:

McMAHON
ASSOCIATES
ENGINEERS | ARCHITECTS | SURVEYORS | PROJECT MANAGERS

December 12, 2007
McM. No. M0002-940266.06

DJV:smdt

Monthly Construction Report

December 2007

WATER TREATMENT PLANT MODIFICATIONS

Prepared For The



City Of Menasha, Wisconsin

December 12, 2007
McM. No. M0002-940266.06

Construction Project Team:

■ Jerry Sturm, Plant Manager	Menasha Utilities
■ Donald Voogt, P.E. , Project Manager	McMahon Associates, Inc.
■ Rodney Manthey, On-Site Rep.	McMahon Associates, Inc.
■ Darin Garbisch, Project Manager	C.D. Smith Construction Co., Inc.
■ Bill Schmitz, Superintendent	C.D. Smith Construction Co., Inc.
■ Scot Vandenheuvel, Project Manager	Coenen Mechanical, Inc.
■ Steve Krahn, Project Manager	Town & Country Electric
■ Dave Walczak, Owner	Argo Contracting, Inc.

Monthly Construction & Start-Up Progress:

- Filter anthracite was installed in late November, and has been washed.
- All basins and channels have been leak tested, and minor crack repair is on-going.
- The soda ash storage and feed system has been put into operation, feeding soda ash to the old Plant.
- Clean-up inside the new construction areas is essentially complete.

Monthly Construction & Start-Up Progress: (continued)

The following table indicates the status of several major construction categories:

■ Exterior Water Main Installation.....	100% Complete
■ Filter Process Equipment.....	100% Complete
■ Filter Media	100% Complete
■ GAC Contactor Equipment	100% Complete
■ GAC Media	0% Complete
■ Masonry	100% Complete
■ Process Piping & Valves.....	100% Complete
■ Building Roof Deck	100% Complete
■ Building Precast.....	100% Complete
■ Doors & Hardware	100% Complete
■ HVAC	100% Complete
■ Plumbing	100% Complete
■ System Air Piping	100% Complete
■ Chemical Piping.....	100% Complete
■ Chemical Storage Building Structural	100% Complete
■ Roofing	100% Complete
■ Interior Painting.....	100% Complete
■ Process Pump Installation	100% Complete
■ Electrical Lighting.....	100% Complete
■ Electrical Motor Wiring.....	100% Complete
■ Control Panel Installation.....	100% Complete
■ MCC Wiring	100% Complete
■ Control Wiring	98% Complete
■ Canal Recirculation System / Structures	100% Complete
■ Canal Recirculation System Piping.....	100% Complete
■ Plant Control SCADA System.....	75% Complete

Monthly Engineering Progress:

- Engineer answered Requests For Information (RFI's) from the Contractor, and issued Construction Bulletins (CB's), as the need arose and as requested by the Owner.
- McMahon Associates, Inc. continues to have a resident observer on-site on a part-time basis, and assisting with check-out activities.
- McMahon Associates, Inc. continues to develop, install and check-out the control logic for the new plant PLC. We are working together with Plant staff to develop and test the control screens and SCADA system. Filter backwash sequencing has been tested.

Construction & Start-Up Look-Ahead:

- The DNR walk-through and new Plant inspection will take place on December 13, 2007.
- McMahon and Plant staff will continue to install and check out the PLC control logic.
- Trojan will return to energize the UV system and to train staff.

Current Project Concerns:

- Various plumbing deficiencies have been discovered throughout the old treatment plant. McMahon has put together plans to rectify the numerous problem areas and is waiting for direction from the Utility before proceeding.
- Various mechanical problems with the soda ash feeder (plugging) and feed pumps (stalling) have plagued reliable operation of this system. The manufacturer continues to return to the site to remediate these problems.

Contingency Management / Change Orders:

There were no Change Order items initiated this past month.

The beginning contingency for this project was \$513,800. With the closing of the second loan in the spring of 2007, an additional \$26,043 was added to the contingency, bringing the total Project (effective allowable beginning) Contingency to \$539,843.

The current remaining contingency is \$371,457.80. Please refer to the attached graph of projected contingency versus actual.

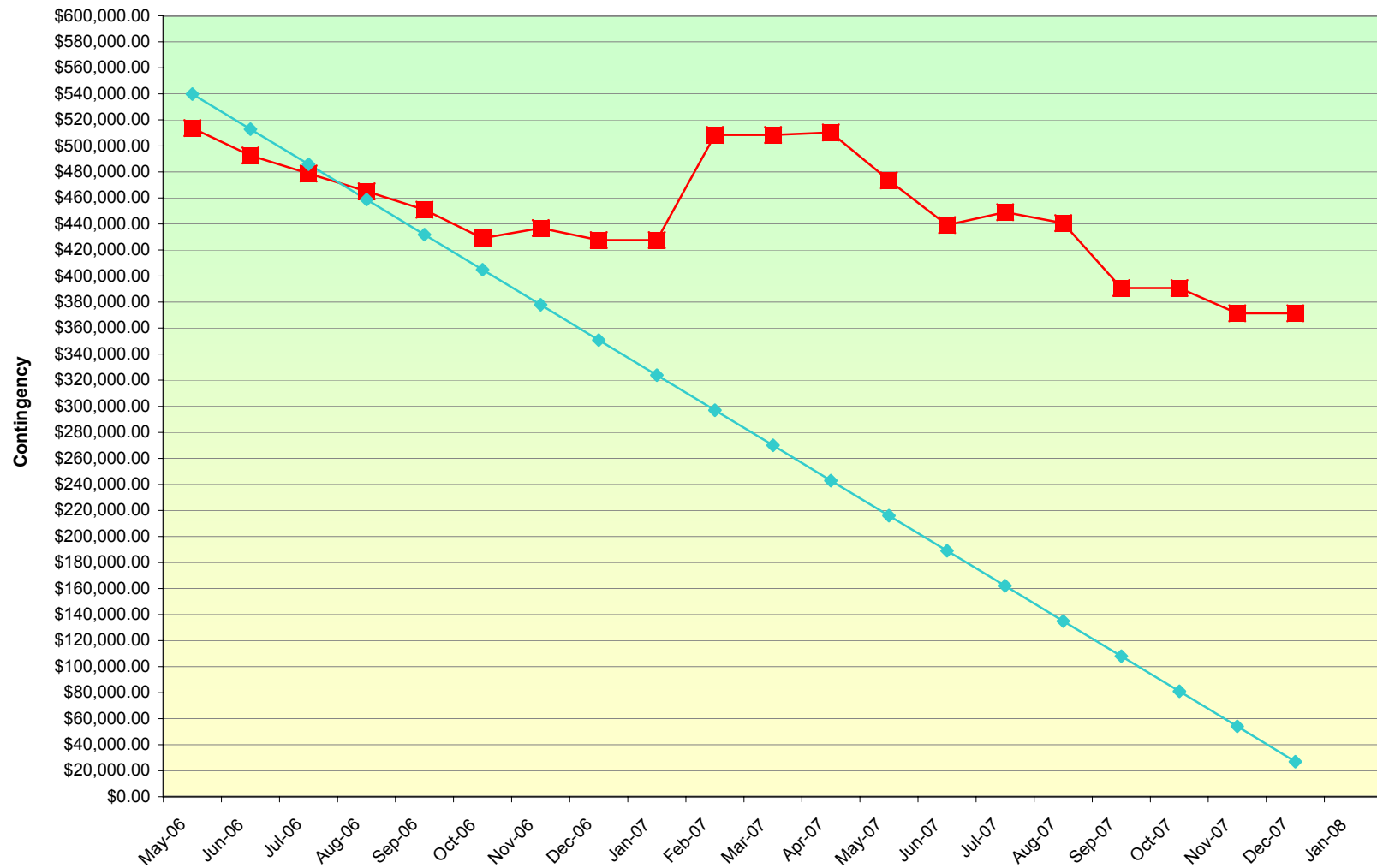
Completion Schedule & Plant Start-Up:

- Check-Out / Test Plant Controls December 2007
- DNR Pre-Start-Up Walk-Through December 13, 2007
- Plant Start-Up January 2008
- Install GAC Media February 2008

Attachment:

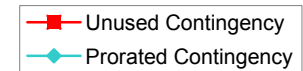
- Contingency Management Graph

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MENASHA UTILITIES
Water Treatment Plant Construction
Construction Contracts
Contingency Management

Date



Jim Doyle
Governor

Rick Raemisch
Secretary



State of Wisconsin Department of Corrections

Office of Detention Facilities
1360 American Drive
Neenah, WI 54956-1402
Telephone: (920) 751-5203
Facsimile: (920) 751-4601

November 22, 2007

Chief Robert G. Stanke
Menasha Police Department
430 First Street
Menasha, WI 54952

Re: 2007 Annual Inspection

Dear Chief Stanke:

On October 30, 2007, the annual inspection of the Menasha Police Department municipal lockup was conducted pursuant to Wisconsin State Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections Administrative Rules Chapter 349. This report summarizes my findings, an overall review of facility operations, and any statute or administrative code violations.

Summary of Progress from Previous Year

- Video cameras were replaced in general areas and new camera were installed in cells 1,2 & 6. Sound is only recorded in the intoxilizer room. Cameras are all utilized through a DVR system and maintained for a period of 28 days.
- PBT or Intoximeter results are included on the intake form.

Summary of Lockup Operations

The facility is operated and used by police officers in the City of Menasha as a short-term holding facility. The lockup is supervised 24 hours a day. Reviews of the medical intake forms and lockup log are completed by Lt. Sahr to ensure completeness, accuracy and compliance of policy and administrative rules. Monthly inspections are conducted of each cell, which provides documentation of security and maintenance issues of the facility.

- The lock-up facility had been used 131 times so far in 2007.
- The detention area was inspected and found to be in very good condition. All doors and locks were found to be in good working order. The facility was neat and orderly. It is evident staff take pride in the professional appearance of the facility.

- An appropriate admission screening form is being completed for all individuals being detained in a cell. Medical screening logs reviewed were complete and up-to-date. Security checks are preformed and documented every 30-60 minutes. Staff members demonstrated appropriate documentation, accuracy, legibility and completeness on reports reviewed.

State Statute and Administrative Code Violations

No violations were revealed as a result of this inspection.

I appreciate the time Lt. Sahr was able to spend with me to discuss the lockup operations. If you have questions or concerns regarding the inspection or I can be of any service to you or your staff please feel free to contact me.

The Menasha Police Department municipal lockup is approved by the Department of Corrections for short-term adult detention. This facility is not approved for the detention of juveniles. The maximum capacity of each of the five cells is one. The maximum capacity of the holding room is five. This approval is contingent upon continuing compliance with all applicable Wisconsin State Statutes and administrative codes.

Sincerely,

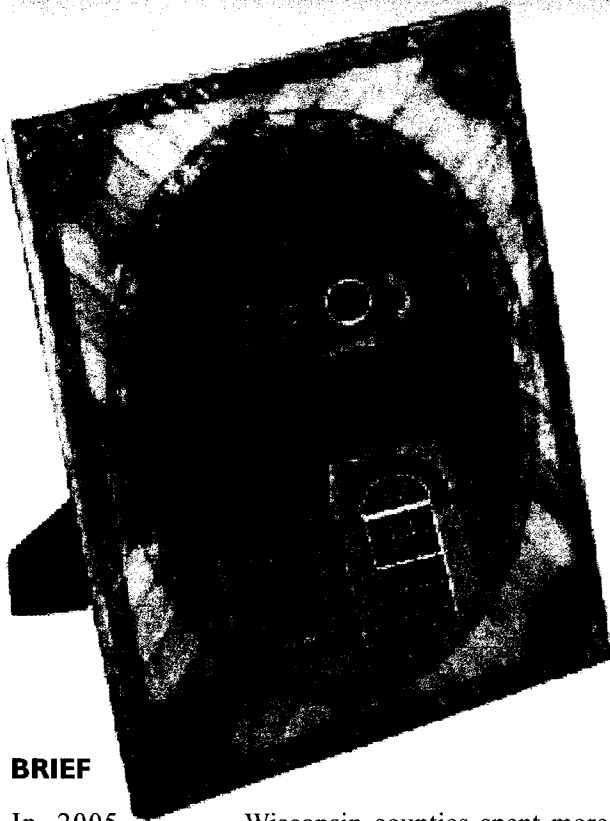


Nancy Thelen, Northeastern Region
DOC-Office of Detention Facilities

cc: Lieutenant Chuck Sahr
Marty Ordinans, Director, DOC-ODF
File

The Wisconsin Taxpayer

A monthly review of Wisconsin government, taxes, and public finance



IN BRIEF

In 2005, Wisconsin counties spent more than \$4 billion on operations. When debt service and spending on enterprises were added, total county expenditures topped \$7 billion.

■ At more than \$2 billion, health and human service spending was 46% of operational expenditures. Spending on public safety (20%) and general government (14%) were less.

■ Taxes represented 41% of general revenues and were the largest source of county revenues. State aids (35%) were also important.

■ From 2000 through 2005, county spending rose 23.4%, or an average of 4.3% per year.

■ During 2000-2005, state aids to counties rose 10.6%. Taxes were up 32.1%, and revenues from fees, fines, and permits climbed 58.0%.

Also in this issue:

HIRSP Enrollment, Claims Fall • Business Creation Slows • Population Growth Moderate

A Snapshot of County Finances: 2005

BACKGROUND

County government in Wisconsin dates back to 1818, when the state was still a territory. Originally, only three counties covered the state: Crawford in the west, Brown in the east, and Michilimackinac, which covered northern Wisconsin and Michigan's upper peninsula. Today, Wisconsin has 72 counties that spent more than \$7 billion in 2005 providing services to citizens.

Although county government's most visible activity is probably public safety—law enforcement and corrections—it spends significantly more on health and human service (HHS) programs. Nearly half of 2005 county spending was in this area.

Although counties have many revenue sources, their two major funding sources are taxes and state aids. In 2005, these two revenue streams accounted for nearly 80% of county general revenues. However, the mix has changed over the last five years. Due to slow growth in state aids to counties, taxes have grown from 39.0% of revenues to 41.4%. Public fees and charges climbed nearly three percentage points to 13.4%. State aids, meanwhile, dropped from 39.2% of the 2000 total to 34.9% in 2005.

This issue of *The Wisconsin Taxpayer* focuses on county spending and revenues. A detailed review of 2005 expenditure patterns and revenue sources is combined with an analysis of changes since 2000.

SPENDING

Counties spend money in three major areas. In 2005, the most recent year for which revenue and spending data are available, general operations spending—the focus of this report—totalled \$4.42 billion (see table on page two).

Counties spent an additional \$249.5 million on servicing debt and \$2.03 billion on proprietary enterprises, such as golf courses, hospitals, civic centers, and nursing homes. Debt service spending includes expenditures to refinance debt and does not include offsetting revenues. As such, these expenditures may be slightly misleading for

HHS Spending Tops in Counties

County Expenditures: Total (in \$ millions), Per Capita, and % of Total, 2005

	Amount	Per Capita	% of Oper.
Hlth. & Human Serv.	\$2,037.3	\$365.05	46.1%
Public Safety	879.0	157.50	19.9
Gen'l Government	615.4	110.27	13.9
Highways	418.2	74.93	9.5
Culture/Education/Rec.	302.5	54.20	6.8
Conserv. and Devel.	148.4	26.58	3.4
Waste and Sanitation	17.7	3.16	0.4
Operations Subtotal	4,418.3	791.70	100.0
Debt Service	249.5	44.71	
Total	4,667.8	836.41	

counties that refinanced their debt. Proprietary fund expenditures are not covered here because of wide-ranging differences in enterprise funds among counties.

Operational spending varied widely by county. On a per capita basis, county expenditures were more than double the state average (\$792) in Menominee County (\$1,737). As the table on page three shows, other "high-spending" counties included Door (\$1,570), Iron (\$1,544), and Florence (\$1,463).

There are many reasons a county's spending can be above average. The 10 counties spending the most per capita share several characteristics that account for at least part of the additional spending.

First, they are generally rural. Since counties must provide law enforcement to towns, rural counties tend to have higher county law enforcement costs. Among the 10 highest-spending counties, the percentage of residents living in towns ranged from 60% to 100%, compared to only 30% statewide. And, among these counties, law enforcement expenditures ranged from 22% above the state average in Washburn County to 266% above in Iron.

A second reason for high spending is income. With the exception of Door, all these counties have per capita personal incomes that are at least 16% below the state average; seven are at least 20% below. Since these counties tend to have lower incomes, their health and human services spending tends to be higher, raising total expenditures. In Adams County, HHS spending was only 3% above the state average. However, in the remaining nine, HHS spending was between 12% and 172% above the statewide norm.

The five counties spending the least per capita in 2005 were Waukesha (\$553), Wood (\$554), La Crosse (\$578), Ozaukee (\$580), and Calumet (\$607). These counties tended to be less rural than their higher-spending counterparts; they are among the 18 most urban counties in the state.

These counties were not poor either. All spent below average amounts on social service programs. In fact, since HHS spending is the largest county expenditure, that these counties had HHS spending between 21% and 39% below the state average explains much of their overall low spending.

Health and Human Services

Operating expenditures for HHS totalled \$2.0 billion, or 46.1% of the total (see table at left). HHS spending includes expenditures for mental health programs, public health services, veterans and senior programs, income maintenance, other social services, and general relief.

Spending Areas. The largest HHS expenditure was for "social services" (\$955.8 million, or 46.9% of all HHS spending), which include spending on child support, child welfare, and day care centers.

Mental health programs (\$501.2 million, 24.6%) were the next largest area of HHS spending. This includes expenditures for community mental health, alcohol and drug abuse, and for the developmentally disabled. Counties also spent \$254.6 million (12.5%) on "public health services," which include expenditures on public health clinics, animal and insect control, home nursing care, and human shelter.

By County. On a per capita basis, statewide 2005 HHS spending averaged \$365 (see table on page three). That figure varied widely from \$178 in Iowa county to \$991 in Menominee. Per capita spending in Menominee county, which is the state's poorest county, was 44% higher than the next highest county (Pepin, \$687).

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Per Capita County Spending by Expenditure Area
Total Spending and Major Areas, Lowest- and Highest-Spending Counties*

Total		HHS		Public Safety		General Govt.		Highways/Trans.	
County	Per Capita	County	Per Capita	County	Per Capita	County	Per Capita	County	Per Capita
Waukesha	\$553	Iowa	\$178	Waukesha	\$91	Brown	\$52	Dane	\$20
Wood	554	Vilas	219	Grant	95	Grant	57	Rock	23
La Crosse	578	Waukesha	223	Calumet	96	Outagamie	71	Racine	34
Ozaukee	580	Portage	227	Buffalo	109	Vernon	72	Kenosha	37
Calumet	607	Wood	230	Outagamie	113	Wood	75	Milwaukee	40
Outagamie	609	Oneida	244	Winnebago	115	Rock	78	Winnebago	40
Winnebago	642	La Crosse	254	Chippewa	118	Winnebago	78	Calumet	45
Racine	654	Ozaukee	258	Eau Claire	118	Manitowoc	80	La Crosse	51
Iowa	671	Racine	270	Marathon	124	La Crosse	81	Walworth	52
Washington	677	Marathon	278	Wood	125	Calumet	82	Jefferson	56
<i>State Avg.</i>	<i>792</i>	<i>State Avg.</i>	<i>365</i>	<i>State Avg.</i>	<i>158</i>	<i>State Avg.</i>	<i>110</i>	<i>State Avg.</i>	<i>75</i>
Bayfield	1,231	Dodge	514	Vernon	251	Sawyer	192	Vernon	198
Washburn	1,334	Ashland	518	Vilas	254	Bayfield	199	Iron	201
Sawyer	1,387	Bayfield	519	Sauk	258	Iron	202	Jackson	203
Pepin	1,400	Price	535	Waushara	270	Door	208	Marquette	219
Adams	1,402	Washburn	547	Menominee	304	Lafayette	212	Price	220
Rusk	1,414	Rusk	550	Forest	309	Menominee	225	Buffalo	238
Florence	1,463	Douglas	564	Marquette	309	Kewaunee	259	Rusk	238
Iron	1,544	Jefferson	589	Florence	311	Crawford	273	Pepin	244
Door	1,570	Pepin	687	Sawyer	392	Florence	278	Washburn	253
Menominee	1,737	Menominee	991	Door	546	Columbia	307	Adams	388

*A complete listing of county spending by area is available on the WISTAX Web site at www.wistax.org/facts.

Public Safety

County spending on public safety totalled \$879.0 million, or 19.9% of total operations. Public safety spending is primarily expenditures on county jails (49.0% of the total) and law enforcement (40.8%). Counties also spent just under 6% of their public safety money on emergency communication (911) systems.

By County. In 2005, Wisconsin counties spent an average of \$158 per person on public safety. Three counties spent less than \$100 per person: Waukesha (\$91), Grant (\$95), and Calumet (\$96). Door County spent the most at \$546 per person, or nearly 40% above the next highest county. Five rural counties had public safety expenditures that topped \$300 per capita: Sawyer (\$392), Florence (\$311), Marquette (\$309), Forest (\$309), and Menominee (\$304).

General Government

General government expenditures totalled \$615.4 million, or 13.9% of the total. Most expenditures in this category are those incurred to run a county. They include administrative expenditures, such as those for the county administrator and board, clerk, elections, treasurer, and accounting. General government also in-

cludes spending courts and on buildings and plant. This latter item includes custodial compensation or contracts, and spending on building maintenance.

Judicial spending—expenditures on circuit and probate courts, clerk of courts, family court commissioner, and related services—was the largest general government expenditure in 2005. At \$154.5 million, judicial spending accounted for just over one-quarter (25.1%) of all general government spending.

Another 24.7% of general government spending was for administration, with general administration accounting for 14.5% of the total and financial administration, 10.2%.

The other two major general government expenditures were for legal expenses (11.4%)—which include spending for the district attorney and corporation counsel—and for buildings and plant (11.6%).

By County. While general government spending averaged 13.9% of expenditures statewide, among individual counties it ranged from 7.0% in Brown County to 30.6% in Columbia.

HHS spending varied from \$178 per capita in Iowa County to \$991 in Menominee.

Rural counties tended to spend more per capita on law enforcement than urban counties.

At \$1.6 billion, the property tax was the largest revenue source for counties.

Per capita spending on general government was lowest in Brown (\$52), Grant (\$57), and Outagamie (\$71) counties. It was highest in Columbia (\$307), Florence (\$278), and Crawford (\$273) counties.

Highways and Transportation

Counties spent \$418.2 million, or nearly 10% of operational expenditures, on roads, highways, and other transportation. At \$75 per person, this spending category was fourth largest.

By County. Expenditures in this area were highest in Adams (\$388), Washburn (\$253), Pepin (\$244), Rusk (\$238), and Buffalo (\$238) counties. Seven counties spent less than \$50 per capita on highways and transportation. Spending the least were the southern counties of Dane (\$20), Rock (\$23), Racine (\$34), and Kenosha (\$37).

Other Spending

Statewide, spending on four areas—HHS, public safety, general government, and highways and transportation—comprised nearly 90% of 2005 county operational spending. Of the remainder, the largest amount was for various cultural, education, and recreation programs (\$302.5 million, or 6.8%). Finally, counties spent \$148.4 million (3.4%) on conservation and development, and \$17.7 million (0.4%) on waste and sanitation.

REVENUES

In 2005, Wisconsin counties collected \$4.694 billion, or \$841 per person, in general revenues. The table on page five shows the 10 counties that collected the most per capita and the 10 that collected the least. Five counties—Menominee, Florence, Door, Washburn, and Iron—took in at least \$1,400 per person. Waukesha, Ozaukee, Calumet, Outagamie, Wood, La Crosse, Iowa, and Fond du Lac counties each collected less than \$700 per resident.

Although Wisconsin counties have a variety of revenue streams, more than 75% of their money is collected either from taxes or from state aids (see chart at right). Other revenue sources include charges for services and for licenses and permits, fines, and federal aids.

Taxes

Counties collect several kinds of taxes, including those on property, sales, real estate transfers, and managed forest lands. Tax collections

totalled \$1.94 billion in 2005. At \$1.60 billion, the property tax was the largest revenue source for counties.

Counties can also impose a 0.5% sales tax. As of 2005, 58 counties had one. Since then, county sales taxes have been added in Florence and Rock counties. A total of \$264.7 million was collected in 2005 from this tax. Combined, property and sales taxes were 97% of all county tax collections.

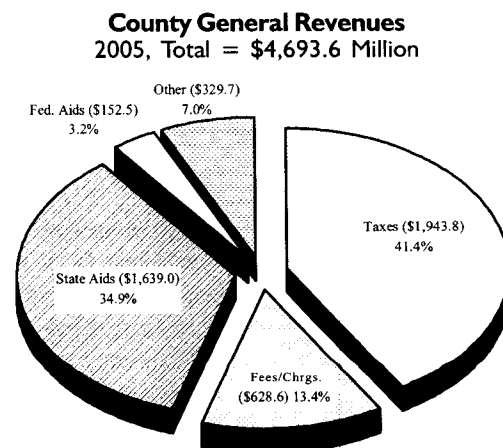
Wisconsin counties also receive a portion of the real estate transfer fee. This “fee” is a tax on the sale of real estate and is set at \$3 for every \$1,000 of property value. Counties retain 20% of the tax collected; the remaining 80% goes to the state. In 2005, counties received \$19.8 million from this source.

By County. The amount of taxes (particularly property taxes) a county collects depends on its spending level and on the amount of other revenues it receives from state and federal aids. Per capita taxes were lowest in Grant (\$231), Waukesha (\$251), Ozaukee (\$274), Chippewa (\$274), Eau Claire (\$275), and Racine (\$275) counties. Of the 10 lowest-taxed counties, six were among the 10 lowest-spending counties.

Six of the high-tax counties were also among the top 10 in spending: Door (\$788 tax per capita), Adams (\$680), Florence (\$649), Washburn (\$623), Sawyer (\$587), and Iron (\$571).

Fees/Fines/Permits

Counties also collected revenue from a variety of fees (\$578.0 million), fines (\$29.3 million), and licenses and permits (\$21.3 million). Among the largest county fees and charges are those for HHS, which include revenues for services provided by the county health officer and



nurse, home nursing care fees, child support collections, and senior citizen program fees. Other fees include register of deeds fees, court fees, parking and airport fees, and charges for parks, museums, zoos, and libraries.

Revenues from licenses and permits are mostly from building permits and from inspection and zoning fees. Fines and forfeitures are mostly collections for violations of county ordinances and the county's share of state fines and forfeitures.

By County. Revenues from fees, fines, and permits topped \$250 per capita in Washburn (\$304), Jefferson (\$289), Sawyer (\$266), and Milwaukee (\$256) counties. In Washburn and Sawyer counties, much of revenue was from forest fees, including the sale of firewood, pulp, and logs from county-owned forests. In Milwaukee and Jefferson counties, most of these dollars came from "other health service fees," which include county services such as health inspections, home nursing care, vital statistics, and the county nurse.

Counties that collected the least in fees, fines, and permits were Wood (\$33), Kenosha (\$41), Buffalo (\$42), Menominee (\$42), and Iowa (\$42).

State Aids

State dollars transferred to counties in 2005 totalled \$1.64 billion. Although state shared revenues (\$154.2 million, 9.1% of total state aids) seem to be the most widely discussed form of state assistance to counties, they pale in comparison to the \$1.19 billion (70.4%) counties receive in state health and human services assistance. Other major state assistance that counties received was for transportation (\$127.4 million, 7.5%), for conservation (\$30.7 million, 1.8%), and for law enforcement (\$29.9 million, 1.8%).

By County. In 2005, state assistance to counties averaged \$294 per person. Menominee County (\$1,082) received the most per capita state dollars, 45% more than the second highest (Pepin, \$744). Most of Menominee's aids were HHS dollars. Other counties with high amounts

Per Capita County Revenues by Type

Total Revenues and Major Areas, Bottom and Top 10 Counties, 2005

Revenues		Taxes		Fees/Fines/Permits		State Aids	
County	Per Capita	County	Per Capita	County	Per Capita	County	Per Capita
Waukesha	\$549	Grant	\$231	Wood	\$33	Walworth	\$156
Ozaukee	603	Waukesha	251	Kenosha	41	Iowa	159
Calumet	633	Ozaukee	274	Buffalo	42	Waukesha	182
Outagamie	634	Chippewa	274	Menominee	42	Rock	193
Wood	644	Eau Claire	275	Iowa	42	Ozaukee	203
La Crosse	650	Racine	275	Brown	45	Fond du Lac	209
Iowa	657	Calumet	284	Racine	45	Outagamie	221
Fond du Lac	658	Fond du Lac	287	Vernon	45	Oneida	224
Racine	700	Outagamie	293	Marathon	48	Vilas	227
Washington	704	La Crosse	304	Douglas	51	Washington	228
<i>State Avg.</i>	<i>841</i>	<i>State Avg.</i>	<i>348</i>	<i>State Avg.</i>	<i>113</i>	<i>State Avg.</i>	<i>294</i>
Sawyer	1,289	Iron	571	Burnett	181	Douglas	515
Adams	1,309	Walworth	573	Clark	206	Crawford	523
Bayfield	1,388	Sawyer	587	Marinette	211	Price	524
Pepin	1,395	Marquette	602	Bayfield	212	Bayfield	535
Rusk	1,398	Washburn	623	Iron	219	Jackson	538
Iron	1,430	Vilas	640	Adams	242	Iron	570
Washburn	1,454	Green Lake	645	Milwaukee	256	Rusk	687
Door	1,593	Florence	649	Sawyer	266	Florence	699
Florence	1,665	Adams	680	Jefferson	289	Pepin	744
Menominee	1,778	Door	788	Washburn	304	Menominee	1,082

of state assistance were the northern counties of Florence (\$699), Rusk (\$687), and Iron (\$570).

Four counties received less than \$200 per capita in state dollars: Walworth (\$156), Iowa (\$159), Waukesha (\$182), and Rock (\$193).

TRENDS

Spending

From 2000 through 2005, county spending rose 23.4%, or an average of 4.3% per year. The increase was slightly higher than the increases for municipal (cities, villages, and towns) governments (21.0%) and for schools (21.6%).

Among major county expenditures, the largest percentage increase was in conservation and development (33.9%), though the amount spent (\$302.5 million, or 6.8% of the total) was relatively small. Increases in the top three spending categories—HHS (27.5%), general government (24.6%), and public safety (24.6%)—primarily drove spending changes. Roads and highways (8.7%) and culture, education, and recreation (12.7%) were two areas that rose less than average, while waste and sanitation expenditures declined 6.0%.

County spending rose an average of 4.3% per year from 2000 through 2005.

Changes in Per Capita Operating Spending Top and Bottom 10 Counties, 2000-2005

*Between 2000
and 2005, per
capita operating
expenditures
declined in five
counties.*

	Operating Expenditures		
	2000	2005	% Chg.
Richland	\$1,022	\$830	-18.9%
Forest	1,074	939	-12.6
Marinette	985	893	-9.3
Burnett	1,034	1,022	-1.2
Langlade	927	921	-0.7
Chippewa	717	731	2.0
Waupaca	829	854	3.0
Florence	1,388	1,463	5.4
Fond du Lac	678	715	5.4
La Crosse	548	578	5.5
State Avg.	674	792	17.5
Sawyer	1,039	1,387	33.5
Portage	510	684	34.1
Green Lake	772	1,054	36.6
Crawford	841	1,168	38.9
Kewaunee	737	1,078	46.2
Jefferson	650	953	46.6
Iron	1,044	1,544	47.9
Door	1,057	1,570	48.5
Columbia	638	1,004	57.4
Vernon	608	967	59.1

Per Capita Spending. Between 2000 and 2005, populations in Wisconsin's 72 counties have grown at different rates, from a decline of 2.6% in Menominee to a 26.4% jump in St. Croix. Because population changes can affect spending, changes in expenditures are examined on a per capita basis. Statewide, per capita county spending climbed 17.5%, or an average of 3.3% per year during this period.

*Slow growth in
state assistance
shifted county
revenues more to
local taxes
and fees.*

Per capita spending declined in five counties over the period studied (see table above). Richland had the largest decline, with 2005 per capita spending nearly 19% below the 2000 level. Part of the drop resulted from more than \$2 million of capital expenditures that occurred in 2000 but not in 2005. A second factor was a decline in HHS spending that exceeded 30%.

Other counties where spending declined over the period studied were Forest (-12.6%), Marinette (-9.3%), Burnett (-1.2%), and Langlade (-0.7%). Per capita spending in Chippewa and Waupaca counties rose less than 4% over the period studied.

The largest per capita spending increase was in Vernon County, where 2005 expenditures were nearly 60% higher than in 2000. Public safety expenditures there more than tripled, and HHS spending was up 40%. Per

capita operating spending also rose more than 40% in Columbia, Door, Iron, Jefferson, and Kewaunee counties.

Revenues

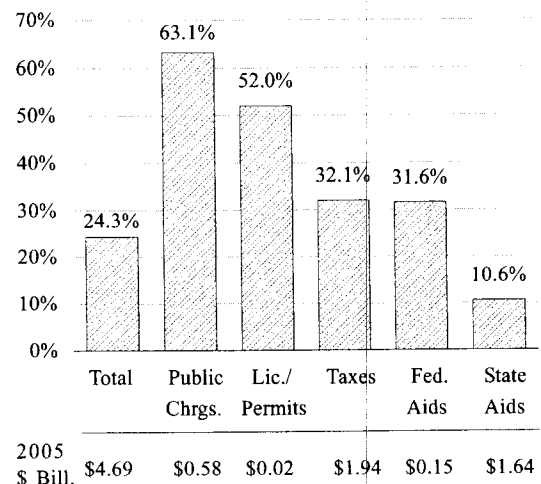
County general revenues rose 24.3%, or an average of 4.4% per year, from 2000 through 2005. Modest state aid increases resulted in more taxes and fees.

As the chart below shows, state assistance—the second-largest county revenue source (see chart on page four)—rose 10.6% from 2000 through 2005. State shared revenues, general government aid, law enforcement assistance, and recycling aid were all lower in 2005. State aids for roads and highways climbed 16.9%. HHS assistance from the state was 13.0% higher in 2005 compared to 2000.

Partly due to the modest increase in state aids, counties have increasingly used taxes and fees to fund spending. Taxes, which are counties' largest revenue source, climbed 32.1% from 2000 through 2005. Property taxes increased 33.7%, while county sales taxes rose 27.3% over the period.

A second major trend has been toward greater use of fees, fines, and permits. In 2000, they comprised 10.5% of county general revenues. However, a 58.0% increase from 2000 through 2005 increased their revenue share to 13.4% of the total. Fee revenue (63.1%) rose the most, followed by licenses and permits (52.0%). Revenues from fines and penalties dropped over the period.

Public Charges Rise Most, State Aids Least
County Revenue, 2000-2005 % Change



Changes in Per Capita Revenues
Bottom and Top 10 Counties, 2000-2005 % Change

General Revenues		Taxes		State Aids		Licenses/Permits		Public Charges	
County	Change	County	Change	County	Change	County	Change	County	Change
Richland	-9.6%	Lafayette	-1.4%	Walworth	-32.7%	Taylor	-32.0%	Menominee	-62.6%
Fond du Lac	3.0	Dane	11.2	Milwaukee	-17.9	Clark	-21.8	Fond du Lac	-55.1
Adams	5.7	Waushara	11.7	Adams	-14.4	Menominee	-15.1	Kewaunee	-32.2
Waushara	6.1	Pepin	12.0	Richland	-13.5	Vilas	-12.0	Richland	-30.2
Burnett	6.6	Bayfield	12.5	Waushara	-9.9	Crawford	-11.8	Sauk	-24.1
Iowa	6.9	Washington	13.8	La Crosse	-7.0	Vernon	-0.9	Barron	-21.8
Shawano	7.7	Adams	14.2	Oconto	-7.0	Waupaca	1.0	Lincoln	-15.2
Dunn	7.8	Iowa	15.6	Marinette	-5.0	Milwaukee	4.2	Juneau	-11.2
Clark	8.3	Florence	15.9	Vilas	-4.0	Oneida	5.2	La Crosse	-8.0
Outagamie	8.6	Burnett	16.3	Fond du Lac	-2.4	Richland	5.7	Forest	-5.1
<i>State Avg.</i>	<i>18.3</i>	<i>State Avg.</i>	<i>25.7</i>	<i>State Avg.</i>	<i>5.3</i>	<i>State Avg.</i>	<i>44.7</i>	<i>State Avg.</i>	<i>55.2</i>
Washburn	30.5	Ozaukee	46.7	Crawford	31.8	Marquette	98.3	Oneida	73.8
Green	30.6	Monroe	48.0	Ozaukee	32.2	Adams	101.1	Iron	76.4
Portage	30.7	Grant	48.6	Price	32.4	Polk	105.7	Adams	77.1
Columbia	34.9	Polk	48.8	Bayfield	34.9	Columbia	113.1	Vernon	79.3
Green Lake	37.8	Green	50.4	Lafayette	35.8	Lafayette	142.6	Sawyer	89.1
Ozaukee	38.5	Columbia	52.7	Manitowoc	36.6	Winnebago	155.5	Door	101.3
Polk	40.2	Menominee	59.1	Jefferson	37.0	Waushara	166.5	Washburn	119.2
Jefferson	44.6	Vilas	59.4	Green Lake	38.4	Trempealeau	210.6	Dodge	137.0
Door	47.6	Douglas	68.1	Door	41.0	Sheboygan	215.7	Milwaukee	146.6
Dodge	70.9	Forest	100.9	Kewaunee	62.3	Monroe	284.6	Jefferson	152.6

By County. Statewide, per capita general revenues rose 18.3%. The table on page seven shows counties with the highest and lowest increases in various per capita revenues. Richland County had nearly a 10% decline in per capita revenues from 2000 through 2005. There, a 20.2% increase in tax revenue did not offset a 13.5% drop in state aids and a 30.2% decline in public charges. Per capita revenues increased less than 10% in 11 other counties.

The largest general revenue increase was in Dodge County (70.9%). There, taxes rose 22.3%, state aids climbed 10.5%, public charges were up 137.0%, and license/permit revenues jumped 82.3%. Three other counties—Door, Jefferson, and Polk—had general revenue increases of at least 40%.

Lafayette was the only county to collect fewer tax dollars in 2005 than in 2000. The county implemented a sales tax in 2001 and collected nearly \$600,000 from it in 2005. However, the county's 2005 property tax collections were \$671,511 less than in 2000. Dane (11.2%) and Waushara (11.7%) counties had the next-lowest tax increases.

The largest jump was in Forest County, where taxes doubled. There, property taxes rose 143% and county sales taxes were up 11%.

These increases offset declines in public charges and license/permit revenues. Per capita general revenues in the county were up 24.3%.

Per capita state aids rose a modest 5.3% over the five years studied. However, 14 counties received less in 2005 than in 2000. In addition to the 10 listed in the table above, per capita state aids fell in Burnett (-2.1%), Eau Claire (-0.7%), St. Croix (-0.6%), and Grant (-0.4%) counties. Counties with the largest state aid increases were Kewaunee (62.3%), Door (41.0%), Green Lake (38.4%), and Jefferson (37.0%).

While there was a definite shift toward increasing licensing and permit fees and other public charges, this did not seem to be a universal trend. Thirteen counties had declines in public charges, while six had drops in license/permit revenues.

Five counties had more than a 100% increase in revenues from public charges: Jefferson, Milwaukee, Dodge, Washburn, and Door. Nine had similar increases in revenues from licenses and permits: Monroe, Sheboygan, Trempealeau, Waushara, Winnebago, Lafayette, Columbia, Polk, and Adams. □

DATA SOURCE:

Wisconsin Department of Revenue; WISTAX calculations.

From 2000 through 2005, 12 counties had per capita revenue increases of less than 10%.

AROUND THE STATE

■ **HIRSP Enrollment, Claims Fall.** Wisconsin's Health Insurance Risk-Sharing Plan (HIRSP) provides medical and prescription drug insurance for individuals who, due to severe health conditions, cannot obtain coverage in the private market. In 2006-07, HIRSP enrollments totalled 17,612, a decline of 1,038 from 2005-06 and 1,773 fewer than the 2004-05 peak of 19,385.

Net claims costs also declined. According to the Legislative Audit Bureau, they declined 1.2% in 2005-06 to \$128.9 million. Claim costs rose more than 20% in each of the preceding four years.

In fiscal 2006, HIRSP was funded with grants from the federal Centers for Medicare and Medicaid Services (\$2.2 million), policyholder premiums (\$92.7 million), and assessments on health insurance companies (\$32.4 million). The plan also benefits from reduced reimbursements to health care providers.

■ **Business Creation Slows.** After increasing every year since at least 1997, the number of new domestic business entities created in Wisconsin declined 4.6% in 2006-07 to 32,701. Despite the decline, the 2007 figure was more than double the 15,006 businesses created in 1996.

New figures from the Wisconsin Department of Financial Institutions show significant changes in the type of new business registrations. In 1996, 57.0% of new business filings were corporations, 26.2% were limited liability companies (LLCs), and the remainder were partnerships and nonprofits. In 2007, more than 80% of new business registrations were

LLCs, while only 13% were corporations, and less than 7% were other forms. One of the advantages of an LLC is that business profits can be passed through to the owners, who are then taxed on their individual income tax returns. These taxes are typically lower than corporate income taxes.

WISTAX FOCUS

■ **Population Growth Moderate.** Since 2000, Wisconsin ranked 32nd among states in population growth, with an average annual increase near 0.6%. In "Population Changes Matter!" (*Focus* #19-07), WISTAX notes that Wisconsin's net natural increase and migration were both below average. The report also highlights population growth by county, noting that 15 counties accounted for two-thirds of the increase, with the counties of Brown, Dane, St. Croix, and Waukesha leading the way. □

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A. Total no. of copies (net press run)		8,517	8,145	
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1. Mailed outside-county		5,648	4,681	
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D. Free or nominal rate distribution				
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2. Mailed in-county		14	12	
3. Mailed through other classes		753	475	
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G. Copies not distributed		1,034	1,957	
H. Total (F + G)		8,516	8,145	
I. Percent paid		85.4%	86.6%	
I certify that all information furnished is true and complete.				
Todd A. Berry, President and Managing Editor				

The Wisconsin Taxpayers Alliance, founded in 1932, is the state's oldest and most respected private government-research organization. Through its publications, civic lectures, and school talks, WISTAX aims to improve Wisconsin government through citizen education. Nonprofit, nonpartisan, and independently funded, WISTAX is not affiliated with any group—national, state, or local—and receives no government support.



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ROBERT STANKE

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MENASHA WI 54952-9456



ELECTRONIC TRANSACTION PROCESSING AGREEMENT

This Electronic Transaction Processing Agreement, including its exhibits, ("Agreement") is made and entered to by and between Official Payments Corporation, a Delaware corporation ("OPC"), and

____City of Menasha-WI____ ("Agency").

OPC offers electronic check payment and processing transaction services and credit/debit card payment transaction services through an Internet interface over the web and an interactive telephone voice response system ("IVR"). Agency collects taxes, fines, fees and/or other types of monetary obligations from individuals and/or entities subject to its jurisdiction. Agency desires to permit payment of amounts owed to it by means of electronic transactions through the OPC System and to have OPC perform certain related services as described below.

Agreement

1. DEFINITIONS.

"Agency Designated Account" means the direct deposit/debit account(s) established and maintained by Agency at an ACH receiving depository institution reasonably acceptable to OPC for payment of Citizen obligations and debit of Chargebacks, Return Transactions, fines and fees. Agency Designated Account is further described in Section 4.2.

"Agency Payment" means any payment that is owed by a Citizen to Agency and paid through a Payment Transaction.

"Card Services" means the services provided by OPC relating to credit card and/or pin-less debit card services provided in accordance with this Agreement and as detailed in Section 2.2 of this Agreement inclusive of payment and electronic funds transfer which enable Payment Transactions to be processed.

"Chargeback" means the reversal of a Payment Transaction previously credited to an Agency Designated Account.

"Citizen" means the person, business or entity who initiates and makes payment of the Agency Payment and Convenience Fee through a Payment Transaction.

"Co- Brand" means an electronic transaction containing payment and identification data which is initiated by the Citizen on the Agency website, then transferred to an OPC web page where the Citizen completes the transaction and is provided with a confirmation of the Payment Transaction.

"Co-Brand Plus" means an electronic transaction containing payment and identification data which is initiated by the Citizen on the Agency website, then transferred to an OPC web page where the Citizen completes the transaction. The Citizen is subsequently transferred back to the Agency web site along with confirmation of the Payment Transaction.

"Convenience Fee" means the fee charged to a Citizen by OPC for the convenience of Citizen making Agency Payments by use of the Services. The convenience fee schedule is set forth in Exhibit A (electronic check) and Exhibit B (credit/debit card).

"Electronic Check Services" means the services provided by OPC relating to electronic check services provided in accordance with this Agreement and as detailed in Section 2.1 of this Agreement inclusive of payment and electronic funds transfer that enable Payment Transactions to be processed.

"OPC Designated Account" means the direct deposit account(s) set up by OPC to receive payment of Convenience Fees, and any other fees owed to OPC.

"OPC System" means OPC's and its Suppliers' electronic payment processing system including but not limited to its technology, hardware, software and equipment.

"Payment Transaction" means an electronic payment transaction initiated by a Citizen by electronic check or by credit/debit card as provided below, at the OPC or Agency website or IVR, as applicable, and processed by OPC and/or its Suppliers under this Agreement.

"Representment" means a Return Transaction that was due to insufficient or uncollected funds that has been represented to Citizen's depository financial institution at the request of the Agency.

"Return Transaction" means a Payment Transaction that is unable to be processed by a Citizen's depository financial institution.

"Return Transaction Fee" means the fee charged to Agency pursuant to Section 4.1 and Exhibit A.

"Services" means the Card Services and/or Electronic Check Services provided by OPC and its Suppliers pursuant to this Agreement.

"Simple Transaction Processor" (STP) means an electronic transaction and return confirmation containing payment and identification data, initiated and received by the Citizen on the Agency website, without a link or transfer to an OPC web page.

"Suppliers" means OPC authorized vendors including, but not limited to, ACH processor(s).

2. PROVISION OF SERVICES. As part of the Services, OPC shall provide the following:

2.1 Electronic Check Services.

2.1.1 Provide Citizens with the opportunity to make Agency Payments by electronic check through an Internet interface, and through an IVR system.

2.1.2 Provide real time processing of electronic check transactions, validate the bank transit routing number, validate the ACH eligibility of the bank transit routing, determine that the dollar amount is below or equal to the maximum and above or equal to the minimum specified by the Agency, validate checking account number for structure and validity and check against a negative file in an established proprietary database.

2.1.3 Create a transaction file and forward Payment Transactions to the Automated Clearing House (ACH), electronically debiting the Citizens bank account and crediting the Agency Designated Account.

2.1.4 Settle Agency Payments into The Agency Designated Account within 72 hours after completion of the Payment Transaction.

2.1.5 Confirm the dollar amount of each Agency Payment made by Citizens and the corresponding Convenience Fees to be electronically debited from the Citizen's designated demand deposit account, and obtain the Citizen's authorization (electronic or otherwise) of such transaction prior to initiating the transaction.

2.1.6 Provide the Citizen with electronic confirmation of the electronic check transaction and retain electronic check authorization logs and transaction records for such period of time as required by applicable law and the regulations of the National Automated Clearing House Association ("NACHA").

2.1.7 Arrange for a unique check descriptor for the Agency Payment that references the name of the Agency and arrange for a separate unique check description for the Convenience Fee that references Official Payments and the nature of the fee. This description is used to identify payment transactions and the convenience fee on the Citizens bank statement.

2.1.8 Provide Agency with a daily report detailing Payment Transactions and Chargeback transactions.

2.1.9 During the implementation process, provide Agency with OPC's standard disclosures for Agency's incorporation into the system for all STP transactions.

2.2 Credit/Debit Card Services.

2.2.1 OPC shall provide Citizens the opportunity to make Agency Payments by credit card and "pin-less" debit card through both an interactive telephone voice response system ("IVR") and Internet interface.

2.2.2 OPC shall, on behalf of Agency, collect and process Agency Payments from Citizens using the American Express® Card, MasterCard®, VISA®, Discover® Card or other credit card mutually agreed upon by Agency and OPC (each, a "Card").

2.2.3 OPC shall begin providing the Services to Citizens on a date to be mutually agreed upon by OPC and Agency.

2.2.4 Agency authorizes OPC to debit the Agency Designated Account in connection with (i) any "reversed" Card transaction that is approved by an authorized representative of Agency and Official Payments, and (ii) any "Chargeback" Card transaction that is initiated by a Citizen and approved by an authorized representative of OPC and the Card company. OPC shall refund to the Citizen the corresponding Convenience Fee. The Agency agrees that it shall not refund in cash to a Citizen any Agency Payment made by a Citizen using OPC Services.

2.2.5 OPC shall forward Agency Payment Transactions to the appropriate Card organizations for settlement to the Agency Bank Account. OPC shall retain all Convenience Fees collected by it hereunder. In the event that OPC is unable to collect all amounts owed by Agency hereunder through debiting the Agency Bank Account, Agency shall promptly pay all owed amounts to OPC in immediately available funds.

2.2.6 OPC will confirm the dollar amount of all a Citizen's Agency Payment and the corresponding convenience fees to be charged to his/her Card and obtain the Citizen's approval (electronic or otherwise) of such charges prior to initiating credit authorizations.

2.2.7 OPC will provide Citizens with electronic confirmation of Card transactions.

2.2.8 For authorization purposes, OPC will electronically transmit all Card transactions to the appropriate Card-processing center, in real time as the transactions occur.

2.2.9 OPC will retain Card authorization logs and transaction records for such period of time as required by applicable law and the regulations of the respective Card organizations.

2.2.10 OPC will arrange for a unique line merchant descriptor for the Agency Payment that references the name of Agency and arrange for a separate unique line merchant description for the Convenience Fee that references Official Payments and the nature of the fee.

2.2.11 OPC will provide Agency with logos, graphics, and other appropriate marketing materials for Agency's use in its communications with Citizens.

2.2.12 OPC will provide Agency with reports summarizing use of the Services by Citizens for a given reporting period.

3. AGENCY OBLIGATIONS. Agency obligations include the following:

3.1 Agency Credit/Debit Card and Electronic Check Obligations.

3.1.1 STP Transactions. This Section 3.1.1 shall only apply in the event Agency is using the Services via STP transactions. Agency understands that STP transactions take place on the Agency website without link to the OPC web page. Accordingly, Agency shall obtain and retain all records related to the initiation and authorization of transactions, including all digital (click-wrap) or written authorizations for OPC to collect and/or initiate transactions utilizing the OPC System. Digital (or, if applicable, written) copies of such records shall be delivered by Agency to OPC within fifteen (15) days of written request by OPC and shall otherwise be retained by Agency for a period of at least two (2) years following the date of the transaction. Agency shall be liable to OPC for any and all liabilities, claims, costs, expenses, reimbursement obligations, fines and penalties which arise in connection with a failure to timely secure and produce such records, authorization agreements or receipts in accordance with applicable laws and regulations, inclusive of NACHA rules and regulations. Agency shall (i) incorporate the OPC standard disclaimers into its website, (ii) present such terms to each citizen for viewing, (iii) allow citizens to print the terms for their records, (iv) require the citizen's affirmative electronic or written agreement to the disclaimer terms prior to submitting the Payment Transaction, (v) keep written record of the citizen's agreement to the disclaimer terms. OPC may change its standard disclosures from time to time with written notice to Agency, and Agency shall incorporate such changes into the disclaimers within five (5) business days after its receipt of such changes from OPC. Agency agrees to comply with the PCI security specifications attached as **Exhibit C** to this Agreement, which are incorporated by reference and made a part of this Agreement.

3.1.2 If Agency is using Co-Brand, Co-Brand Plus, or STP application; Agency shall take all reasonable security precautions within its system, hardware and software to prevent unauthorized or fraudulent use of the OPC System by Agency, Agency employees and agents, and Citizens. OPC may, but shall not be required to, assign to Agency one or more identification numbers or passwords for Agency's use in obtaining the Services. Once such identification number(s) or password(s) have been delivered to Agency by OPC, the use and confidentiality of such numbers and/or passwords shall be the sole responsibility of Agency.

3.1.3 With respect to all Chargebacks the Agency must allow direct debiting of the Agency's Designated Account for the amount of Agency Payments previously settled into the Agency Designated Account.

3.1.4 Other than permitting OPC to charge the Convenience Fees in accordance with this Agreement, Agency will not impose any surcharge or penalty on electronic check transactions made by Citizens under this Agreement.

3.1.5 If Agency requests a customized reporting format, Agency shall provide OPC with its desired reporting format sufficiently in advance of the requested report delivery date. Customized reporting formats require OPC's prior written approval.

3.1.6 Agency will not require, as a condition to making an Agency Payment, that a Citizen agree in any way to waive such person's rights to dispute the transaction with their banking institution for legitimate reasons.

3.1.7 Subject to the restrictions of the section entitled "Intellectual Property", Agency will actively promote the Services to its Citizens at its own expense. These promotions shall include publishing the relevant URL for the Official Payments Website and relevant telephone number (as applicable) on all tax instruction booklets, tax preparer communications, taxpayer information publications, citations and notices, and all related marketing materials. Agency will obtain OPC's consent prior to publishing any materials that reference the Services or OPC, and Agency agrees to incorporate all reasonable changes requested by OPC into any of the marketing materials to ensure (i) the correct usage of the OPC trademarks and logos, (ii) the accuracy of the content, and (iii) reasonably acceptable graphics and presentation.

3.1.8 Agency shall be solely responsible, at their own expense, for acquiring, installing and maintaining all of its own equipment, software and data communication service, which is not a part of the OPC System.

3.1.9 Agency shall execute and deliver to OPC an ACH authorization agreement in the format provided by OPC to authorize electronic payments/debits to and/or from the Agency Designated Account, and any other certificates, instruments or documents as required by applicable laws and regulations in order to consummate the transactions intended under this Agreement. Agency will maintain and comply with applicable NACHA rules and regulations on behalf of itself, its employees, agents and Citizens.

3.1.10 Agency will promote the Services to its Citizens. These promotions shall include publishing the relevant telephone number and URL for the Official Payments Website on all tax instruction booklets, tax preparer communications, taxpayer information publications, citations and notices, as applicable, and all related marketing materials. Agency will obtain OPC's consent prior to publishing any materials that reference the Services and/or OPC.

3.2 Agency Credit/Debit Card Specific Obligations.

3.2.1 If required by the credit card organizations, Agency will enter into all applicable merchant Card agreements and fully adhere to the rules, regulations and operating procedures of the various Card organizations, including without limitation, with respect to the use of specific Card logos and marks.

3.2.2 Agency will provide to OPC all necessary documents and correspondence in connection with Chargeback transactions or other similar refund transactions.

3.2.3 Agency will establish a reasonable adjustment policy to accommodate adjustments that are required in the normal course of Agency's daily operations.

4. FEES, TAXES, AND PAYMENTS.

4.1. Electronic Check Fees and Taxes. Agency shall pay OPC fees for Services in accordance with the rates set forth on **Exhibit A** ("Fee Schedule"), which is incorporated into this Agreement by reference. OPC will charge Citizens a Convenience Fee for each Payment Transaction. The Convenience Fee is non-refundable. The Convenience Fee is processed with the corresponding Agency Payment as a part of a unified transaction. Agency fees are calculated on a monthly basis and are debited from the Agency Designated Account monthly in arrears by OPC or its Suppliers. In the event that OPC incurs an increase in transaction processing fees, taxes or other increase in fees required by applicable law or government or association regulation during the term of this Agreement, OPC may pass through such charges to Agency. Agency fees are subject to change by OPC after the initial term, upon thirty (30) days prior notice to Agency. Agency shall pay to OPC, and during the term of this Agreement and for sixty (60) days thereafter OPC (or its Suppliers) may debit from the Agency Designated Account, any other amounts owed by Agency under this Agreement, including, but not limited to, chargebacks, deposit charges, refunds, fines (inclusive of those imposed by NACHA), Returned Transaction Fees, ACH debits that overdraw the Agency Designated Account, and any other fines or liabilities incurred under this Agreement by Agency. Any fees and charges or other liabilities owed by Agency and not paid when due shall bear interest of 1.5% per month until paid.

4.2 Credit/Debit Card Fees. OPC may charge Citizens a Convenience Fee for each Card transaction processed, to be collected in addition to the corresponding Agency Payment as part of a unified Card transaction. A schedule of the Convenience Fees for Credit/Debit card Payment Transactions is attached to this Agreement as **Exhibit B**, and OPC may

amend this schedule at any time upon prior written notice to Agency. Except for any fees to be paid by Agency as set forth in Exhibit B, OPC shall not charge Agency a fee in consideration for OPC providing the Card Services to Citizens. Enhancements to the Services or additional services not provided for in this Agreement, and any related fees payable by Agency in connection therewith, will be mutually agreed upon by OPC and Agency.

4.3 Agency Designated Account. Prior to any Payment Transaction, Agency will establish an Agency Designated Account and will provide OPC with the electronic record specifications necessary for funds settlement and the posting of Agency Payment data related to payments. Agency shall maintain such account during the term of this Agreement and for at least 90 days after expiration or termination for any reason. Agency agrees to maintain sufficient funds in the Agency Designated Account to satisfy all fees, charges and other obligations of Agency under this Agreement. Agency authorizes OPC, its assignee or its Suppliers to debit via ACH transfer, the Designated Account for any such amounts Agency owes OPC under this Agreement. If the amount in the Agency Designated Account does not contain sufficient funds to cover fees and obligations of Agency, Agency agrees to pay OPC the amount it owes under this Agreement upon demand, together with all costs and expenses incurred to collect that amount, including reasonable attorneys' fees. The authority granted by this Section shall survive the termination of this Agreement.

5. SUSPENSION; RESTRICTIONS. OPC may immediately suspend the Services or withhold Services or individual financial settlements in the event (i) OPC has reason to believe there has been or may be a breach of security, fraud, or misrepresentation in connection with the Services, (ii) continued provision of the Services would violate any applicable law, government regulation or the NACHA rules and regulations, or (iii) the financial status or credit quality of Agency is substantially diminished in the reasonable discretion of OPC. OPC will provide notice and opportunity to cure if practical, depending on the nature of the event causing the suspension. In the event of a suspension under this Section 5, OPC may require Agency to establish a reserve account or institute other mutually agreed restrictions prior to OPC restoring Services. OPC shall have no liability for any suspension in accordance with the terms of this Section 5.

6. TERM AND TERMINATION.

6.1. Term. This Agreement shall be effective upon the date of full execution and has an initial term of 2 years ("Initial Term"). This Agreement shall automatically renew for successive one year periods (a "Renewal Term"), unless either party provides written notification to the other party of its decision not to renew this Agreement no later than 90 days prior to the end of the then current term.

6.2. Termination.

6.2.1 Termination For Cause. Either party may terminate this Agreement for cause in the event of a material breach by the other party, which breach is not cured within thirty (30) days after written notice of such breach is provided to the other party.

6.2.2 Termination By OPC. OPC may terminate this Agreement at any time upon written notice to the Agency in the event the provision of the Services hereunder is determined by Official Payments in its sole discretion to violate any statute, regulation, rule, order or operating procedure enacted or promulgated by a governmental or judicial authority of competent jurisdiction, NACHA (or any similar industry organization with authority over the Services), or in the event that any statute, regulation, rule, order or operating procedure is enacted or promulgated which effectively reduces or eliminates the fees charged by OPC.

6.2.3 Termination For Convenience. Either party may terminate this agreement for convenience upon 60 days prior written notice to the other party.

7. ACCOUNT MONITORING; SECURITY. OPC and its Suppliers may monitor the use of Services or Payment Transaction activity and investigate unusual or suspicious activity to the extent it is with reasonable discretion and in compliance with applicable laws and government regulations, provided, that in no event does OPC assume any responsibility to discover any possible breach of Agency's security or misuse of the Services. Agency and OPC shall immediately notify the other if either discovers any breach of security. OPC shall have the right, at OPC's sole cost, to inspect Agency's operation, system and web site to verify Agency's compliance with its security obligations. Agency shall be responsible for failure to use reasonable security precautions and for any fraud committed by its employees, representatives and Citizens as a result such failure in connection with the use of the Services.

8. INTELLECTUAL PROPERTY. In order that Agency may promote the Services and OPC's role in providing the Services, OPC grants to Agency a revocable, non-exclusive, non transferable, royalty-free license to use OPC's logo, trademarks and other service marks (the "OPC Marks") for such purpose only, in a form as approved by OPC. Agency does not have any other right, title, license or interest, express or implied, in and to any object code, software, hardware, OPC Marks, service mark, trade name, trade dress, formula, OPC System, know-how, telephone number, telephone line, domain name, URL, copyrighted image, text, script (including, without limitation, IVR or the OPC Website scripts) or other intellectual property right of OPC (collectively "OPC Intellectual Property"). All such OPC Intellectual Property, and all

rights and title therein (other than rights expressly granted in this Agreement) are owned exclusively by OPC. Agency's license to use any OPC Marks shall terminate upon the earlier of (a) the effective date of termination or expiration of this Agreement, or (b) immediately, in the event of any breach of this section of the Agreement by Agency. Agency will not utilize any OPC Intellectual Property in any manner that would diminish its value or harm the reputation of OPC. Agency agrees that any use of the OPC Marks will conform to reasonable standards of acceptable use specified by OPC.

9. COMPLIANCE WITH LAWS, RULES AND REGULATIONS.

The parties shall comply with all applicable laws, rules and regulations of federal, state and local governmental authorities and governing industry associations, including without limitation, Federal Reserve Regulation E (12 C.F.R. Part 205), the rules of the NACHA, the Card company rules and regulations, and all applicable privacy laws and regulations, all of which are incorporated herein by reference and made a part of this Agreement as if set forth in full herein. OPC may from time to time establish reasonable rules, regulations and operational guidelines with respect to use of the Services by Agency, and Agency agrees to be bound by and comply with such rules, regulations and guidelines thirty (30) days after delivery thereof to Agency, unless immediate compliance is required by law or regulation or otherwise agreed upon in writing by the parties.

10. WARRANTY AND DISCLAIMER.

10.1 Warranty. Each party represents and warrants that it has the full legal right, authority and power to enter into this Agreement and perform its obligations hereunder and that the person who signs the Agreement for each party has full authorization to bind the respective party. Agency shall provide to OPC the standard set up form for electronic check transactions ("Agency Set Up Form") and deposit instruction form for Card transactions ("Electronic Deposit Instructions") within ten (10) days of full execution of this Agreement. Agency represents and warrants to OPC that all information provided in such form is current, correct and complete. Agency agrees to notify OPC in writing of any changes to such Agency information within ten (10) days of such change.

10.2. Disclaimer. OPC and its Suppliers are providers of the Services, not insurers, and as such, Agency acknowledges that electronic payment transactions and data processing involves the inherent risk of human and machine errors, omissions, delays and losses including inadvertent loss or misstatement of data. OPC and its Suppliers do not, and cannot, control the flow of data to or from the OPC System, which depends in large part on the Internet and third parties, including without limitation connectivity/access providers. Accordingly, neither OPC nor its Suppliers warrant that the Services will be error free, uninterrupted, and secure or virus free, and OPC and its Suppliers disclaim liability resulting from or related to such events. Except as expressly provided for herein, the Services are provided "AS IS" and "AS AVAILABLE", and OPC and its Suppliers make no other representations or warranties of any kind whatsoever, whether express or implied, by operation of law or otherwise, including, without limitation, any implied or statutory warranties of merchantability or fitness for particular purpose.

11. INDEMNIFICATION. The parties shall indemnify, defend, and hold each other harmless from any and all claims and suits for any losses, damages, or costs arising therefrom, including reasonable attorney's fees, alleged or asserted by a third party to the extent arising from the indemnifying party's gross negligence or willful misconduct which results in (i) bodily injury, sickness, disease or death or (ii) any loss, damage or destruction of personal tangible property. This obligation is further conditioned on the indemnifying party receiving from the other party prompt written notification of any such claim and the other party cooperating fully with the indemnifying party in the defense of any such action.

12. LIMITATION OF LIABILITY. OPC OR ITS SUPPLIERS SHALL NOT BE LIABLE FOR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS, REVENUE, DATA OR DAMAGES FROM LOSS OF USE OR DELAY, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, HOWEVER ARISING UNDER ANY THEORY (INCLUDING BUT NOT LIMITED TO NEGLIGENCE, CONTRACT, STRICT LIABILITY OR UNDER STATUTE), EVEN IF OPC HAS BEEN INFORMED IN ADVANCE OF THE POSSIBILITY OF SUCH POTENTIAL CLAIM, LOSS OR DAMAGE. OPC'S TOTAL AGGREGATE LIABILITY FOR DAMAGES FOR ANY ACTION ASSOCIATED WITH THIS AGREEMENT OR THE SERVICES PROVIDED SHALL IN NO EVENT EXCEED THE AMOUNT OF THE CONVENIENCE FEE PAID TO OPC IN CONNECTION WITH THE PARTICULAR PAYMENT TRANSACTION GIVING RISE TO DAMAGES HEREUNDER. The foregoing limitation of liability and exclusion of certain damages shall apply regardless of the success or effectiveness of other remedies. Agency acknowledges that without its agreement to the limitations contained herein, OPC would be compensated differently, and would charge Agency directly for Payment Transactions. Notwithstanding anything to the contrary contained herein, OPC shall not have any liability for delays in receipt or processing of Agency information or Payment Transactions due to causes beyond its reasonable control, including, without limitation, failures or limitations on the availability of third party telecommunications or other transmission facilities or Agency's or Citizen's failure to properly enter and/or transmit information.

13. CONFIDENTIALITY. The term "Confidential Information" shall mean any and all information which is disclosed by either party to the other verbally, electronically, visually, or in a written or other tangible form which is either identified or should be reasonably understood to be confidential or proprietary, including but not limited to this Agreement and the terms, conditions and pricing contained herein, Agency and Citizen personally identifiable data, the OPC System, and OPC and Agency trade secrets, computer programs, software formulas, inventions, techniques, marketing plans, documentation strategies, and forecasts. Each party agrees that it will not make use of disseminate, or in any way disclose the other party's Confidential Information to any person, firm or business, except as authorized by this Agreement and limited to the extent necessary for performance of this Agreement, except that OPC may use information for tax collection and other purposes as specifically permitted by federal or state law; may use personal information provided by Citizens to establish and maintain individual user accounts requested to be established by such Citizens with OPC for purposes of the Services; and may use certain non-personally identifiable transaction data and IVR and OPC Website traffic information which are compiled in aggregate for the purpose of preparing and distributing statistical reports and for public company reporting purposes. Each party agrees that it will disclose Confidential Information of the other party only to those of its employees and Suppliers who have a need to know such information and who have agreed to be bound by the non-disclosure terms and conditions of this Agreement prior to disclosure. Each party agrees that it will treat all Confidential Information of the other party with the same degree of care as it accords its own confidential information, and each party represents that it exercises reasonable care to protect its own confidential information. However, neither party has responsibility for safeguarding the Confidential Information of the other party that is (i) publicly available, (ii) already rightfully in such party's possession and not subject to a confidentiality obligation, (iii) obtained by such party from third parties authorized to make such disclosure, or (iv) independently developed by such party without reference to or use of the Confidential Information of the other party. Notwithstanding the foregoing, the party receiving Confidential Information shall not be in violation of this section with regard to a disclosure that was in response to a valid order by a court or other governmental body, provided that the receiving party provides the other party with commercially reasonable prior written notice of such disclosure in order to permit the other party to seek confidential treatment of such information, and provided that the receiving party has been advised by legal counsel that such disclosure is required by law, and such disclosure is limited to the minimum extent required by law. Within ten (10) business days following the date of any termination of this Agreement or upon expiration, Agency agrees to return all confidential information and materials provided by OPC to Agency.

14. GENERAL PROVISIONS.

14.1 Entire Agreement; Severability; Waiver. This Agreement, together with the attached exhibits constitutes the entire agreement between Agency and OPC with respect to the subject matter hereof, and supersedes any prior agreement, oral or written, between Agency and OPC and/or its representatives(s) in connection with this Agreement. Agency agrees that the failure of OPC to enforce any terms or conditions of this agreement is not a waiver of such or any other terms or conditions herein contained. Except as explicitly provided by this Agreement, this Agreement may not be changed or amended except by a writing executed by authorized representatives of both parties. If any provision herein is held to be invalid or unenforceable for any reason, the remaining provisions will continue in full force without being impaired or invalidated in any way. The parties agree to replace any invalid provision that most closely approximates the intent and economic effect of the invalid provision.

14.2 Remedies. Except as otherwise expressly provided in this Agreement, all remedies available to either party are cumulative and not exclusive, and termination, expiration or suspension shall not limit either party from pursuing other remedies available at law or in equity.

14.3 Assignment. This Agreement may not be assigned by either party without the prior written consent of the other party, provided, however, that the foregoing shall not prohibit OPC from assigning this Agreement or its rights hereunder, nor require the consent of the Agency, in connection with any change of control, corporate reorganization, merger or consolidation of Official Payments. Any purported assignment, transfer, or delegation in violation of this Section shall be null and void. Subject to the foregoing, this Agreement shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective successors and assigns.

14.4 Status of the Parties; Suppliers. The parties are independent contractors, and nothing herein shall be construed to create a partnership, joint venture, franchise, employer-employee relationship by or between Agency and OPC. No party shall have the authority to commit or bind any other party without such party's prior written consent. Agency acknowledges and agrees that certain portions of the Services which enable Payment Transactions may be provided by OPC Suppliers, including, but not limited to, processing and formatting of Payment Transactions and the debiting and crediting of the Agency Designated Account in accordance with the terms of this Agreement.

14.5 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin, excluding its conflicts of law rules. Exclusive jurisdiction and venue for any claim or action arising out of or relating to this Agreement shall be in the state or federal courts located in the State of Wisconsin.

14.6 Notices. Except as expressly provided herein, all notices and other communications required or permitted hereunder shall be given in writing and shall be delivered personally or sent by certified mail (return receipt requested), or by nationally recognized overnight courier, and shall be deemed to have been delivered upon receipted delivery to the respective addresses set forth below. Any party may change its address for notice by providing notice to all other parties as provided herein. Notices to OPC shall be sent to:

Chief Operating Officer Official Payments
Corporation 2333 San Ramon Valley Boulevard,
Suite 400 San Ramon, CA 94583

With a copy to:

General Counsel Official Payments
Corporation 10780 Parkridge Boulevard, 4th
Floor Reston, VA 20191

Notices to Agency shall be sent to:

14.7 Force Majeure. Official Payments shall not be considered in breach of or in default of any of its obligations under this Agreement, and shall in no way be liable to the Agency hereunder, to the extent its performance hereunder is delayed, impaired or rendered impossible by acts of God, natural disasters, acts of terror, war, riots, fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walkouts, extraordinary losses of utilities (including telecommunications services), external computer “hacker” attacks, delays of common carriers or similar cause that are beyond OPC’s reasonable control.

14.8 Survival. Any Section of this Agreement that logically survives the expiration or termination of this Agreement shall survive, including Sections 1, 3.1.1, 3.1.3, 4, 8, 11,12,13, and 14.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth below.

OFFICIAL PAYMENTS CORPORATION: AGENCY:

By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Exhibit A Electronic Check Fee Schedule

Convenience Fees to be charged to Citizen by OPC:

\$ 3.00 per each Payment Transaction less than or equal to \$10,000.00 \$

\$ 15.00 per each Payment Transaction greater than \$10,000.00

Agency Fees to be charged to Agency by OPC:

\$ 0.00 initial Agency set-up fee

Please indicate Agency option choice (*check one*):

☒ Option #1

☐ Option #2

Agency Option #1:

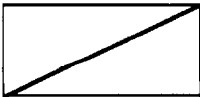
\$ 5.00 as a Returned Transaction Fee for each Return Transaction.

Option #1 does not include a Representment option.

Agency Option #2:

\$ as a Returned Transaction Fee for each initial Return Transaction.

Option #2 includes one Representment.



Both parties initial here

**Exhibit B Credit/Debit Card Fee
Schedule**

2.75% convenience fee for Property Tax

Includes: Visa, MasterCard, Discover and
American Express



Both parties initial here

Exhibit C PCI Security Requirements

(Applicable to Agency using STP Payment Processing Only)

PCI Data Security Standard is a set of requirements established by the Payment Card Industry to protect cardholder and transaction data. These requirements apply to all Payment Card Industry members, merchants, and service providers that store, process, or transmit cardholder data, and apply to all "system components", which is defined as any network component, server, or application included in, or connected to, the cardholder data environment. Network components, include, but are not limited to, firewalls, switches, routers, wireless access points, network appliances, and other security appliances. Servers include, but are not limited to, web, database, authentication, DNS, mail, proxy, and NTP. Applications include all purchased and custom applications, including internal and external (web) applications.

The Agency shall be responsible for Information Technology (IT) security for all personnel with access to the Agency network, systems connected to the Agency network or those applications developed and/or operated by the Agency.

This includes but is not limited to information technology, hardware, software, and the management, operation, maintenance, programming, and system administration of computer systems, networks, and telecommunications systems.

Examples of tasks that require security provisions include but are not limited to acquisition, transmission or analysis of data owned by Agency and/or OPC or access to Agency networks or computers at a level beyond that granted the general public, e.g., bypassing the Agency firewall.

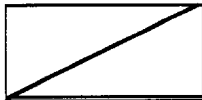
PCI standards require that Agency shall have a documented, implemented, and properly maintained IT Security Plan for the duration of the Agreement.

This Plan shall describe the processes, procedures and training of personnel that will be followed to support the appropriate security of IT resources that are developed, processed, or transmitted during this Agreement.

This Plan must address the security measures and safeguards that will be provided to support the privacy, confidentiality, and integrity of sensitive information. It must address the protection mechanisms used for unauthorized access, alternation, disclosure, or misuse of processed, stored, or transmitted information.

Agency shall have appropriate technical, personnel, administrative, environmental, and access safeguards; and operate effectively and accurately.

Agency shall review all PCI technical and physical security requirements, and shall ensure that connections to all Agency platforms, operating environments, and applications are protected to prevent unauthorized access and assure accountability, availability, and integrity.



Both parties initial here



Thank you for contacting Official Payments Corp to possibly add the capability for citizens to pay their bills by credit card or electronic check. Official Payments Corp has over 2,500 clients in all 50 states, which includes the IRS, State of Wisconsin and just over 200 local clients in Wisconsin.

Our standard service, allows a citizen to make payment online or through a toll free number we provide at no cost to your local government.

Convenience Fees:

Convenience Fees charged to citizen will be a 2.75% fee above and beyond what they owe to your local government.

Income/Real/Mobile Home Tax	\$1,000.00
2.75% fee	\$ 27.50
Total charge to citizen	\$1,027.50

On a Utility, Court Fine, Permit fee or other Misc. fee, if you chose to accept Visa we are required to set a flat fee. *If you chose to go with all card types and set a flat fee, the flat fee is based on the average bill amount and a range. You cannot chose to accept Visa a flat fee and the other cards with a percentage, it is all one way or the other, you cannot do a combination.

Option One:(flat fees)

(includes: Visa, MC, Amex, Discover)

Utility Bill	\$150.00
Flat fee	\$ 6.95
Total charge to citizen:	\$156.95
(Range up to \$500)	

Option Two:(percentage)

(includes: MC, Amex, Discover)

Utility Bill	\$150.00
3% fee	\$ 4.50
Total charge to citizen	\$154.50

Electronic Checks:

E-checks is an additional convenience fee option, which has a flat fee of \$3.00 to the citizen regardless of the payment type for bills up to \$10,000. Over \$10,000 the flat fee is \$15.00 to the citizen. However, there is a potential \$5.00 NSF fee from OPC to you. This is billed at the end of the month and automatically debited from an authorized account. Most clients offer this option and handle it the same way they would handle a check that was mailed to their office for payment.

Deposit of Monies:

Official Payments Corp validates Credit Card information and funds at the time of the transaction. Funds are deposited directly into your Banking. Only the you can initiate a refund, incase their has been an overpayment or duplicate payment made by the citizen. Deposits are made from each credit card company and a normal transaction time takes 48 hours, however Amex and Discover may take a little longer. For example a payment is made on Monday, on Tuesday you will have a report to confirm with the batch and on Wed monies are deposited from the credit card companies.

Reporting:

The Official Payments Corp report be emailed daily in an excel spreadsheet format. Typical information included will be the deposit amounts, detailed information and contact information of the citizen who made payment- this is customizable. There is a real time online reporting option included and a flat file option to send to your software solution.

Technical Requirements:

There are no software or hardware requirements for our standard "blind pay" services. We do not install anything at your office.

Support/Marketing:

Support is provided to both your local government and the citizen using the service. Internet, Phone and Support staff offer the option of both English and Spanish. Official Payments Corp will provide marketing materials- such as inserts,



counter cards, posters graphics and assistance with redesigning bills to include the option to by credit card or electronic check. There is no cost associated with Support.

Set up Options:

All of the below services include IVR(Phone) and daily reporting is still sent via email as an excel spreadsheet. All of the services also include the option for a flat file to be sent with payment information.

Standard: Citizen would click on a link from your local governments website or go directly to www.officialpayments.com to make a payment. The citizen would provide us their payment information- ex. Account number, name, amount they are paying, etc.

CoBrand: Citizen would begin process on your local governments website- by clicking through data hosted by you to locate their bill. Once the bill has been located it would transfer to OPC for payment. The transferred information would include for example, the account number, name, amount. This system requires that your local government host its own data and transfer information in a real time environment.

Bill Presentment: Citizen would click on a link from your local government website that would transfer them into OPC- once the OPC payment pages the citizen will be able to look up their bill-example account number. The site will then display the amount due and allow the citizen to make payment. This option requires the local government to send us a standard bill file and to be able to receive a file from us with updated payment information-typically handled through a FTP, VPN process.

Search to pay: Like Bill presentment a citizen would click on a link from your local government website that would transfer them into OPC- once the OPC payment pages the citizen will be able to look up their bill-example account number. The site will then display the amount due and allow the citizen to make payment. The difference is on this solution you have a shopping cart option and OPC will also customize the payment screens to look and feel as much as possible like your local governments website. This is the only option that has a set up fee of \$5,000 and a potential \$1,000 annual fee

Thank you for your interest and when you are ready to get signed up please keep in mind we need a minimum of 60 days before your service will be available. Please feel free to contact me with any questions.

Sincerely,

Patty Melton
Account Executive
Official Payments Corp
248-370-0606
pmelton@officialpayments.com



ELECTRONIC CHECKS

SAFE, SIMPLE, DIRECT

Official Payments' Electronic Check payment channel brings all of the security, service, and reliability you expect from Official Payments Corp® to a convenient new online payment option. Electronic Check clients will enjoy a reduction in the administrative costs associated with processing paper checks along with a faster flow of funds into their accounts. Your constituents will enjoy paying electronically from their home or office without worrying if their check will arrive on time or get lost in the mail.

CLIENT BENEFITS

Dedicated Support

- Focused attention from our Regional Account Executives and Implementation, Client Services, and Marketing departments to set up your account, address questions and needs, and build awareness

Reporting Ease and Flexibility

- Separate daily transaction reports for electronic checks and returned items in the same format as our credit card transaction logs (Excel or flat file)
- Clear distinctions between payment types and methods (i.e. real estate payments vs. utilities payments, Credit Cards vs. Electronic Checks)
- Option to re-present returned checks
- Summary of monthly activity and returns

Simplified Remittance Process

- Reduces administrative handling of paper checks
- 100% daily settlement directly into client's bank account
- Returns settled separately

CONSTITUENT BENEFITS

Quick & Easy to Use

- Easy, low cost, paperless payment process
- No postage or waiting in line
- No signup or PIN access required

Payment Flexibility

- Gives users an alternate method of payment
- Available globally to anyone with a U.S.-based bank account
- Personal or business checking and savings accounts may be used

Familiar

- Mirrors the look, feel, and process of our credit card payment center, increasing user confidence and satisfaction
- As with credit card payments, user is issued a confirmation number for each successfully completed transaction
- Email confirmation available instantly

MUTUAL BENEFITS

Security and Reliability

- Settled through the ACH network following the same regulations as paper checks
- 128-bit Secure Socket Layer Encryption, sophisticated firewalls, and multi-site data redundancy for complete data security
- Ensure that payments get to the right place, at the right time, and are properly documented

CONTACT US

Official Payments Corporation
One Landmark Square, Suite 400
Stamford, CT 06901-2629
phone: [203] 969-0310 fax: [203] 969-0303
email: info@officialpayments.com

OFFICIAL PAYMENTS CORP.

www.officialpayments.com

OFFICIAL PAYMENTS CORP.



Making Payments Go Fast, Smart, & Secure

Official Payments Corp.[®] provides clients with payment solutions for credit card, debit card, and electronic check acceptance via the Internet, telephone, kiosk, wireless, and other electronic channels.

Based on simple, secure, and scalable technology, our fully integrated payment services facilitate the payment of everything from federal and state income taxes to local utility payments and tuition payments.

OPC is trusted by organizations large and small, public and private, to empower consumers with the fastest, easiest, and most reliable payment options available.

www.officialpayments.com



MAKING PAYMENTS GO

Leveraging Technology to Streamline Payments

As a leading provider of electronic payment services, Official Payments Corp. (OPC) continually integrates new technology to enhance our client applications. By recently adding the capabilities of EPOS Corporation and the MyLocalGov suite of applications and services, OPC now offers a fully integrated payment solution of unparalleled scope, including everything from web services to data hosting. Our systems deliver on four core concepts: security, reliability, flexibility, and ease of use.

SECURITY

We use the highest level of data encryption permitted by law to protect customer data at all times. Our systems are certified by our card partners and pass rigorous biannual security audits from the IRS's team of Independent Verification and Validation personnel. The same data security, system redundancy, and fraud protection is automatically built into every client system and protects every transaction.

RELIABILITY

Robust systems and redundant processing capability provide greater than 99.9% uptime with the ability to process thousands of simultaneous transactions. Even in peak tax season, our systems never exceed 40% of capacity.

FLEXIBILITY

Our solutions range from fully hosted, service bureau systems to integrated web services interfaces. Over the phone, over the Internet, or in your office, our systems are flexible and scalable to meet your needs, take advantage of existing applications, and provide maximum utility to your customers.

EASE OF USE

Our intuitive systems deliver a positive consumer experience. Features include the convenience of instant authorization and confirmation, the flexibility of paying from anywhere with different sources of funds, and the ability to make multiple payments in a single session, create Payment Reminders, schedule automatic payments, and track payment history.

Diverse Applications for More Than 2,000 Clients

Official Payments has been a leading provider of electronic payment solutions to government agencies for more than ten years. By incorporating EPOS Corporation's extensive experience providing technology to the higher education and utilities industries, and the MyLocalGov suite of applications and services, OPC delivers more complete payment processing solutions.



FAST, SMART, & SECURE



A Centralized Payment Resource

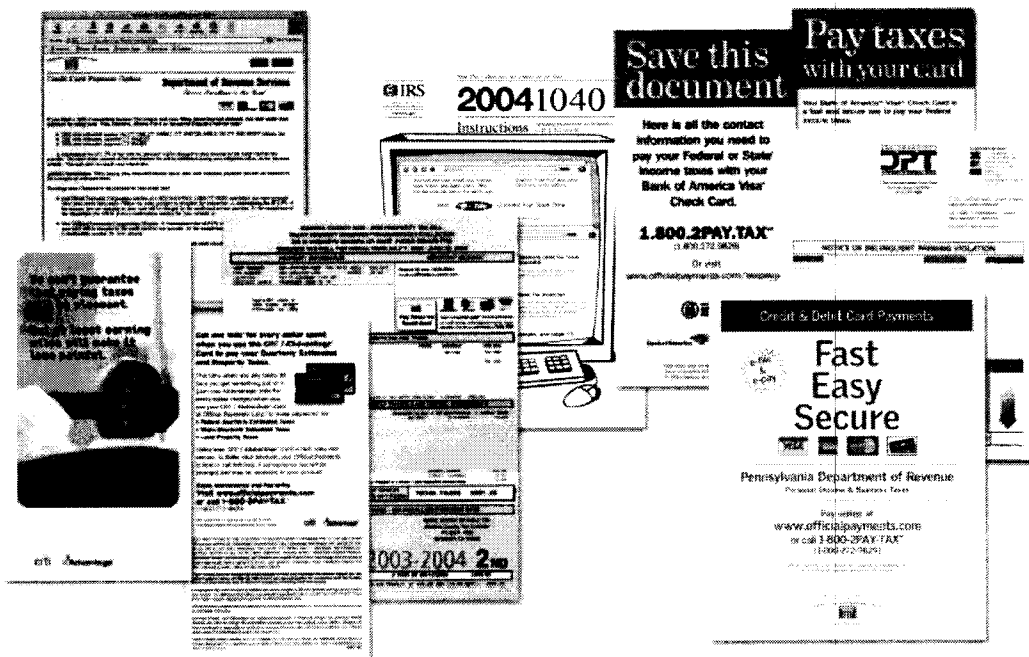
Through Official Payments, consumers can pay everything from utility bills and college tuition to federal and state income taxes with credit cards, debit cards, and electronic checks. Payments are collected and reported electronically, streamlining the payment process for our clients and their customers.

PAYMENT SERVICES		
Federal Taxes		
Personal Income Taxes		Business Taxes
<ul style="list-style-type: none"> Form 1040 Balance Due Payments Form 4868 Extension Payments Form 1040ES Estimated Payments Balance Due Notice & Installment Payments 		<ul style="list-style-type: none"> Form 940 Unemployment Tax Payments Form 941 Quarterly Tax Return Payments
State Taxes and Fees		
Personal Income Taxes		Business Taxes and Fees
<ul style="list-style-type: none"> Balance Due Payments Estimated Quarterly Payments Extension Payments Delinquent Taxes 		<ul style="list-style-type: none"> Sales & Use Taxes Withholding Taxes Business License Fees Benefits Overpayment
		<ul style="list-style-type: none"> Corporate Income Taxes Delinquent Taxes Unemployment Insurance Contributions
County and Municipal Taxes and Fees		
<ul style="list-style-type: none"> Personal Property Taxes License Fees 		<ul style="list-style-type: none"> Real Estate Taxes Motor Vehicle Taxes and Fees Parking and Traffic Citations Other Municipal Fees
Utilities		
<ul style="list-style-type: none"> Public 	<ul style="list-style-type: none"> Private 	<ul style="list-style-type: none"> Electric, Water, Sewer
Education Payments		
<ul style="list-style-type: none"> Tuition Fees 	<ul style="list-style-type: none"> Registration Fees 	<ul style="list-style-type: none"> Student Services Fees

Raising Awareness of Electronic Payments

OPC provides full marketing support for its payment processing services. We work with our clients to present their payment options at the point of payment in a variety of formats and mediums. Our clients and partners feature our telephone number and URL on their billing statements, publications, promotional mailings, and websites as a convenient option for paying electronically.

IRS FORMS / ORGANIZATION WEB SITES / TRAFFIC & PARKING CITATIONS / CREDIT CARD PROMOTIONS / TAX STATEMENTS / BILLING STATEMENT INSERTS



Fully Integrated Solutions

Official Payments is the nation's leading provider of electronic payment solutions because of our strong relationships with the credit card organizations, financial institutions, and our clients. By incorporating the technology, resources, and expertise of EPOS Corporation and the MyLocalGov suite of applications and services, OPC further expands the scope of our capabilities, solidifying our position at the forefront of this industry.



EPOS Corporation

A longtime innovator and market leader in the fields of higher education and utilities, EPOS' phone, web, kiosk and wireless technologies add unbounded possibilities to the services available from OPC.

www.officialpayments.com/epos

***my*LocalGov.com**

MyLocalGov Applications and Services

The MyLocalGov suite of applications and services includes hosted web portals, billing tools, custom software, and other eGovernment applications that are cost effective gateways to OPC's processing solutions.

www.officialpayments.com/mylocalgov

Adding Value for Clients, Consumers, and Partners

CLIENTS

- Scalable, turn key technology designed specifically to work with existing systems
- Real time authorization, less paperwork, and reduced fraud leading to faster access to funds
- Proven payment platform common to the IRS and more than 2,000 state and local agencies
- Dedicated client support from our team of experienced professionals

CONSUMERS

- Flexibility of paying with a credit card, debit card, or electronic check
- Rewards for making payments from card issuers that offer these programs
- Convenience of paying instantly from anywhere via Internet or phone
- Security and confidence of paying through a trusted partner of the IRS

STRATEGIC PARTNERS

- Open systems provide a wide range of business possibilities
- Significant source of incremental revenue
- Expands services to customers
- Promotes consumer loyalty

For more information, visit www.officialpayments.com/sales.jsp

Kevin Connell
Senior Vice President
Sales and Business Development
kconnell@officialpayments.com
(203) 969-0310, ext. 106

OFFICIAL PAYMENTS CORP.



www.officialpayments.com

1-800-2PAY-TAXSM



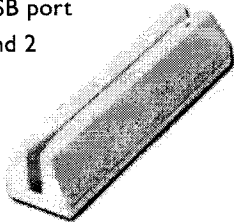
OFFICIAL PAYMENTS AT THE POINT OF SALE

FULLY INTEGRATED, COMPLIANT, SECURE SOLUTIONS FOR POINT OF SALE PROCESSING

Official Payments, the nation's leading provider of electronic payment solutions to government agencies, offers the convenience of accepting credit card payments over the counter via a suite of solutions tailored to fit the needs of any office environment. By swipe, key-in, kiosk, or by simply providing access to our proven internet and telephone systems, expanding your electronic payment options to the point of sale increases the speed and efficiency of collections. There is an option for every budget, every payment type, and any anticipated volume. Best of all, a convenience fee can now be charged at the point of sale so that no expense will be incurred for processing these payments. You receive your payments more quickly and efficiently, and your customers get more options, more rewards, and spend less time in line.

SWIPE READER

- Plugs into any USB port
- Reads tracks 1 and 2
- Inexpensive
- Durable



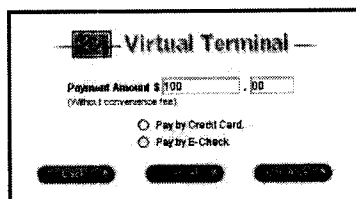
INTERACTIVE KIOSK

- Accepts cash, checks, and cards
- Touch screen monitor
- Wireless enabled
- Remote management and Maintenance



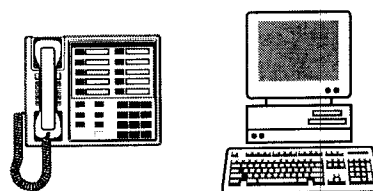
VIRTUAL TERMINAL

- Single screen for payment key-in
- Login/password secure
- Returns confirmation
- Generates printable receipt



PUBLIC ACCESS TERMINALS

- Utilizes existing hardware
- Connects to Internet or IVR systems
- Customers restricted to payments only
- No staff interaction required



All of the solutions features above feature unrivaled security, full compliance with applicable industry rules and regulations, and the customer service, financial services, and marketing support that Official Payments is known for.

CONTACT US

For more information on our Point of Sale options, and our entire line of electronic payment products and services, contact your account manager by calling 866-580-0980 or email info@officialpayments.com



Official Payments Corporation

Required Local Client Information Profile

Please help us board your agency by providing the following information. Upon completion, please fax the form back to the address at the bottom. Thank you for supplying this information.

CLIENT NAME: _____

PHYSICAL ADDRESS: _____

PRIMARY CONTACT NAME & TITLE: _____

CONTACT PHONE/FAX & E-MAIL: _____

INTERNET PAYMENTS: Y ___ N ___ TELEPHONE PAYMENTS: Y ___ N ___

PAYMENTS ACCEPTED:

___ Property Tax

Annual Collections: \$ _____

Annual Number of Bills: _____

Reported for fiscal period: _____

Email address for Daily Reports: _____

Requested Info on Daily Report: _____

CARDS TO BE ACCEPTED: VISA: ___ MC: ___ AMEX: ___ DISC: ___

Convenience fee rate: _____

Bill Mail Out Dates: _____

Bill Due Dates: _____

___ Utility Payments

Annual Collections: \$ _____

Annual Number of Bills: _____

Reported for fiscal period: _____

Email address for Daily Reports: _____

Requested Info on Daily Report: _____

CARDS TO BE ACCEPTED: VISA: ___ MC: ___ AMEX: ___ DISC: ___

Convenience fee rate: _____ Fee Absorbed Rate: _____

Average Bill Amount: \$ _____

Bill Mail Out Dates: _____

Bill Due Dates: _____

___ Parking/Moving Citations

Annual Collections: \$ _____

Annual Number of Citations: _____

Reported for fiscal period: _____

Email address for Daily Reports: _____

Requested Info on Daily Report: _____

CARDS TO BE ACCEPTED: VISA: ___ MC: ___ AMEX: ___ DISC: ___

Convenience fee rate: _____ Fee Absorbed Rate: _____

Average Bill Amount: \$ _____

Bill Mail out Dates: _____

Bill Due Dates: _____

___ Other. Specify type of payment: _____

Annual Collections: \$ _____

Annual Number of Bills: _____

Reported for fiscal period: _____

Email address for Daily Reports: _____

Requested Info on Daily Report: _____

CARDS TO BE ACCEPTED: VISA: ___ MC: ___ AMEX: ___ DISC: ___

Convenience fee rate: _____ Fee Absorbed Rate: _____

Bill Mail out Dates: _____

Bill Due Dates: _____

Please FAX this form back to:

Sales Person Name: Patty Melton

Fax and E-Mail Address : 925-855-6093 pmelton@officialpayments.com



2333 San Ramon Valley Blvd., Suite 450, San Ramon, California 94583
[p] 925.855.5000 www.officialpayments.com

CREDIT CARD ELECTRONIC DEPOSIT INSTRUCTIONS

The undersigned hereby authorizes Official Payments Corporation (OPC) and its Suppliers to perform Automated Clearing House Credits ("ACH Credits") for settlements and Debits ("ACH Debits") for credit card reversals and chargebacks, in accordance with the Electronic Payment Processing Agreement, to the following bank account:

Client/Entity Name and Address:

Federal Tax ID # _____

Phone Number: _____

FAX Number: _____

Annual Gross Collections: \$ _____

For Account Changes Only: Please attach a copy of a voided check or a bank letter for the new account to make the changes in a timely manner.

Effective date of bank changes: _____

Banking Information - For ACH Credits (Settlements) and Debits (Chargebacks & Reversals):

IMPORTANT: Please fill out the following information accurately to ensure timely settlement and to avoid deposit returns and rejects. Please attach a copy of a voided check.

Bank Account Number: _____

Bank ABA/Routing Number: _____

Account Name: _____

Bank Name: _____

Bank Address: _____

Bank Phone Number: _____

Client Authorization:

Print Name: _____

Signature: _____

Title: _____

Date: _____



2333 Ramon Valley Blvd., Suite 450, San Ramon, California 94583
[p] 925.855.5000 www.officialpayments.com

E-CHECK ELECTRONIC DEPOSIT INSTRUCTIONS

The undersigned hereby authorizes Official Payments Corporation (OPC) and its Suppliers to perform Automated Clearing House Credits and Debits ("ACH Credits and Debits") in accordance with the Electronic Payment Processing Agreement to the following bank account:

Client/Entity Name and Address:

Federal Tax ID # _____
Phone Number: _____
FAX Number: _____
Annual Gross Collections: \$ _____

For Account Changes Only: Please attach a copy of a voided check or a bank letter for the new account to make the changes in a timely manner.

Effective date of bank changes: _____

Banking Information:

IMPORTANT: Please fill out the following information accurately to ensure timely settlement and to avoid deposit returns and rejects.

Settlement Bank Account

Bank Account Number: _____
Bank ABA/Routing Number: _____
Account Name: _____
Bank Name: _____
Bank Address: _____

Bank Phone Number: _____

Debit/Chargeback/Fee Bank Account (if different from above)

Bank Account Number: _____
Bank ABA/Routing Number: _____
Account Name: _____
Bank Name: _____
Bank Address: _____

Bank Phone Number: _____

Client Authorization:

Print Name: _____ Signature: _____

Title: _____ Date: _____

(For Official Payment Use Only)

OPC Accounting Authorization: _____



MEMO

TO: Administration Committee & Mayor Laux
FROM: Debbie Galeazzi, City Clerk *Deb*
SUBJECT: Poll Worker Appointments
DATE: December 12, 2007

Attached is a list of poll worker appointments for the 2008-2009 elections. This is a two year appointment. In previous years we had received lists from both the Democratic and Republican Parties. We did not receive a list from either party this year, so all poll workers will be appointed as non-partisan.

LAST NAME	FIRST NAME	ADDRESS		
Babbitts	Florence	829 Warsaw St.		
Barker	Nancy	506 Keyes St.		
Bayer	Marseilles & Grace	620 Tenth St.		
Bellmore	Cal	1701 Northridge Ct.		
Biechler	Christina	177 Main St.		
Biechler	Laura	100 Lock Street		
Binder	Jane	1037 Woodland Dr.		
Borchardt	Carlton	705 Ida St.		
Chase	Jan	176 Royal Oaks Court		
Cole	Ellen	167 Dakota Grove		
Duuck	Ron & Sharon	825 Kelsey Brook Ct		
Erdmann	Sue	854 River Lea Ct.		
Fahrbach	Bob & Janice	1208 Greendale St.		
Fischer	Cliff	358 Nicolet Blvd.		
Fritsch	Elizabeth	324 Lopas St.		
Gilbert	Lisa	736 Jefferson St.		
Gosar	John	382 Naymut St.		
Gressler	Larry	1105 Maria Ln.		
Gressler	Pricilla	1105 Maria Ln.		
Griesbach	Henry	1025 Woodland Dr.		
Hernandez Padilla	Stephanie	874 Plank Rd.		
Hoppe	Olivier	1036 Woodland Pl		
Hoytinski	John	729 Arthur St.		
Jost	Cheri	616 Tayco St.		
Kelly	Mary	392 Naymut St.		
Kemps	Mary	709 Ida St.		
Kemps	Barbara	831 First St.		
Kitowski	Mary	1028 Melissa Street		
Konkle	Mary	716 Appleton St.		
Konetzke	Tom	858 Emily St.		
Koslowski	James	729 Ninth St.		
Larsen	Warren	209 Elm St.		
Lux	Edith	8766 Roosevelt St.		
Martenson	Pat	832 Kelsey Brook Ct.		
Martin	Kay	369 Elm St.		
McClelland	Marge	889 Seventh St.		
McCullough	Kathy	1023 Stardust Dr.		
Nadolski	Kathy	1109 Ida Street		
Olson	Tim & Barb	366 Elm St.		
Pavich	Cathy	529 Broad St.		
Reiland	Joyce	309 Ninth St.		
Reimer	Charlotte	952 Fourth St.		
Reinhardt	Jeanine	351 Willow Ln.		
Rogers	Roy	821 Arthur St.		
Romnek	Joyce	812 Broad St.		
Sandlin	Bernie & Pat	866 Eden Ct.		
Sokel	Rich	945 Grove St.		

[illegible]

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 12/6/07-12/13/07	\$ 240,786.81
Checks # 14983-15132	

Payroll Checks for 12/6/07-12/13/07	<u>184,965.03</u>
Checks # 35844-36067	

Total	\$ 425,751.84
-------	---------------

**Gaps in the sequence of accounts payable check numbers may be caused by: voiding checks at the start of a new check run to set up printing of the checks correctly, having a large number of invoices on a particular vendor which causes the payment to be printed on more than one accounts payable check , incorrect alphabetizing of a vendor causing the accounts payable check to appear out of sequence or software/printer problems which result in accounts payable checks being printed incorrectly and needing to be discarded.

Menasha Employees Credit Union-Employee Deductions

Menasha Employees Local 1035-Union Dues

Menasha Employees Local 1035B-Union Dues

Wisconsin Support Collections-Child/Spousal Support

United Way-Employee Donations

AMT-Garnishments

Date: Thursday, December 06, 2007
Time: 09:21AM
User: MGRIESBACH

CITY OF MENASHA
Check Register - w/Alternate Description

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
01450 ALLIED GLOVE & SAFETY PRODUCTS	2/198730	31731	54	10-149-300	291.09	WORK GLOVES
	Check Date 12/6/2007	Check Nbr	014983		Check Total:	291.09
01675 AMT		31100	21	04-299-022	150.00	
	Check Date 12/6/2007	Check Nbr	014984		Check Total:	150.00
01745 APPLETON HYDRAULIC COMPONENTS	15365	31731	54	10-149-294	303.56	INSPECT TELESCOPIC CYLINDER
	Check Date 12/6/2007	Check Nbr	014985		Check Total:	303.56
01854 ASSOCIATED BAG COMPANY	Y272156	31100	12	04-399-000	326.07	ZIPPER BAGS
	Check Date 12/6/2007	Check Nbr	014986		Check Total:	326.07
01875 ATLAS TAG & LABEL INC	31056	31100	54	10-304-291	921.12	OVERFLOW/BULKY ITEM TAG
	Check Date 12/6/2007	Check Nbr	014987		Check Total:	921.12
02040 BADGER HIGHWAYS CO INC	138875	31100	54	10-121-300	166.50	HOTMIX ASPHALT
	138875	31266	54	10-308-300	59.79	HYDRAULIC OIL SPILL
	138921	31100	55	07-202-300	59.47	PLEASANT PARK
	C139091	31100	54	10-121-300	-350.00	TACK COAT RETURN
	Check Date 12/6/2007	Check Nbr	014989		Check Total:	-64.24
02335 BECK ELECTRIC INC	D350	31100	54	10-131-300	81.00	CHRISTMAS BULBS
	C293	31100	54	10-143-204	3,191.50	STREET LIGHTS
	C293	31100	54	10-143-300	501.33	STREET LIGHTS
	Check Date 12/6/2007	Check Nbr	014990		Check Total:	3,773.83
02720 BRAUER SUPPLY & EQUIPMENT	071116M	31731	54	10-149-383	365.00	AMBER LED/WELD BOX
	Check Date 12/6/2007	Check Nbr	014991		Check Total:	365.00

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
03145 CAREW CONCRETE & SUPPLY CO INC	750836	31100	54	10-121-300	571.00	MAIN & CENTER
	750836	31100	54	10-133-300	144.00	MAIN & CENTER
	751976	31100	55	07-202-244	434.99	BARKER PARK SIGN
	751352	31100	55	07-202-240	86.00	BARKER PARK SIGN
	752930	31100	54	10-134-300	171.90	WASHINGTON & GARFIELD
Check Date	12/6/2007	Check Nbr	014992	Check Total:	1,407.89	
03205 CASPERS TRUCK EQUIPMENT INC	29206	31731	54	10-149-383	42.37	GASKET/PARTS
	29205	31731	54	10-149-383	276.19	SPEED SENSOR
Check Date	12/6/2007	Check Nbr	014993	Check Total:	318.56	
03225 CB SUPPLY COMPANY INC	0134552-IN	31731	54	10-149-383	9.46	OIL SEAL
	0134571-IN	31731	54	10-149-383	10.68	SET COLLAR
Check Date	12/6/2007	Check Nbr	014994	Check Total:	20.14	
04125 DAVIES WATER #1476	0018600	31100	54	10-134-300	480.00	BASIN GRATE
	0019408	31100	54	10-134-300	337.39	TAHOE COURT WATER SERVICE
Check Date	12/6/2007	Check Nbr	014995	Check Total:	817.39	
04135 DAVIS & KUELTHAU SC	286408	31201	54	10-301-211	110.00	INSURANCE MATTERS
	Check Date	12/6/2007	Check Nbr	014996	Check Total:	110.00
06075 FASTENAL COMPANY	WIAPP105154	31100	54	10-124-300	17.34	SALT SHED BRINE TANKS
	Check Date	12/6/2007	Check Nbr	014997	Check Total:	17.34
06225 FIRST SUPPLY LLC	7103088-00	31100	54	10-124-300	94.54	SUPPLIES
	Check Date	12/6/2007	Check Nbr	014998	Check Total:	94.54
07195 GERDAU AMERISTEEL	4712019455	31100	55	07-202-244	36.50	BARKER PARK SIGN
	Check Date	12/6/2007	Check Nbr	014999	Check Total:	36.50

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
07305 GOVERNMENT FINANCE OFFICERS	0023004	31100	51	04-106-320	180.00	MEMBERSHIP RENEWAL/STOFFEL
Check Date	12/6/2007	Check Nbr	015000	Check Total:	180.00	
08365 HEYRMAN PRINTING LLC	872517	31100	52	08-101-291	149.00	ABANDONES VEHICLE STICKERS
Check Date	12/6/2007	Check Nbr	015001	Check Total:	149.00	
09290 INTERSTATE BATTERY OF GREEN BA	160602	31731	54	10-149-383	80.95	BATTERY
Check Date	12/6/2007	Check Nbr	015002	Check Total:	80.95	
10335 JX ENTERPRISES INC	D273130049	31731	54	10-149-383	106.56	STOCK
Check Date	12/6/2007	Check Nbr	015003	Check Total:	106.56	
11287 ELLIOT KRAMSKY	112907	31100	22	04-101-000	110.00	CANCELLATION OF CLASS
Check Date	12/6/2007	Check Nbr	015004	Check Total:	110.00	
11365 KUNDINGER FLUID POWER INC	P-67804-0	31731	54	10-149-383	232.56	COUPLING/PARTS
	P-67958-0	31731	54	10-149-383	245.78	COUPLING/BUNA-N O-RING
Check Date	12/6/2007	Check Nbr	015005	Check Total:	478.34	
12092 LAKE PARK VILLAS HOMEOWNERS	103107	31100	54	10-143-223	34.92	UTILITIES
	103107	31482	55	07-202-223	1,284.64	UTILITIES
	103107	31482	56	03-501-216	150.00	HOMEOWNERS FEE
Check Date	12/6/2007	Check Nbr	015006	Check Total:	1,469.56	
12250 LAWSON PRODUCTS INC	6289327	31731	54	10-149-300	395.56	STOCK SUPPLIES
Check Date	12/6/2007	Check Nbr	015007	Check Total:	395.56	
13045 MANDERFIELD BAKERY	276898	31100	53	09-118-300	6.75	COOKIES
Check Date	12/6/2007	Check Nbr	015008	Check Total:	6.75	

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13097 MARSHALL & ILSLEY TRUST-MILW	5109761	31100	51	02-105-216	260.00	MONTHLY FEE
Check Date	12/6/2007	Check Nbr	015009	Check Total:	260.00	
13120 MARTENSON & EISELE INC	42381	31100	54	10-134-212	605.00	LAKE PARK VILLA DETENTION
Check Date	12/6/2007	Check Nbr	015010	Check Total:	605.00	
13149 MATTHEWS COMMERCIAL TIRE CTR	023260	31731	54	10-149-382	391.67	TIRE REPAIR
	022563	31731	54	10-149-382	611.40	TIRE SERVICE
Check Date	12/6/2007	Check Nbr	015011	Check Total:	1,003.07	
13345 MENARDS-APPLETON EAST	14946	31100	55	07-202-240	57.56	TEMP DOOR MATERIAL
Check Date	12/6/2007	Check Nbr	015012	Check Total:	57.56	
13360 MENASHA ELECTRIC & WATER UTILI	112807	31100	12	04-399-000	6.52	RACINE/NINTH
	112807	31100	54	10-131-223	177.67	TRAFFIC LIGHTS
	112807	31201	54	10-301-223	53.18	LIFT STATIONS
	112807	31100	55	07-202-223	502.43	PARKS
	112807	31100	55	07-202-223	13.05	PARKS
	112807	31100	55	07-202-225	115.49	PARKS
Check Date	12/6/2007	Check Nbr	015013	Check Total:	868.34	
13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,752.00	
		31100	21	04-299-020	18,801.00	
Check Date	12/6/2007	Check Nbr	015014	Check Total:	20,553.00	
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	200.00	
Check Date	12/6/2007	Check Nbr	015015	Check Total:	200.00	
13377 MENASHA EMPLOYEES LOCAL 1035B		31100	21	04-299-032	249.16	
Check Date	12/6/2007	Check Nbr	015016	Check Total:	249.16	

Date: Thursday, December 06, 2007
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
13425 MENASHA POLICE DEPARTMENT	113007	31100	52	08-101-300	47.16	SUPPLIES
	113007	31100	52	08-101-311	41.50	POSTAGE
	113007	31100	52	08-101-333	77.75	MEALS
Check Date	12/6/2007	Check Nbr	015017	Check Total:	166.41	
13440 MENASHA PUBLIC LIBRARY	120407	31100	55	06-101-310	10.00	PETTY CASH
	120407	31100	55	06-101-311	4.30	PETTY CASH
	120407	31100	55	06-101-313	7.98	PETTY CASH
	120407	31100	55	06-101-316	54.39	PETTY CASH
	120407	31100	55	06-101-333	26.78	PETTY CASH
	120407	31100	11	04-111-000	105.00	SUNDAY START UP CASH
Check Date	12/6/2007	Check Nbr	015018	Check Total:	208.45	
13445 MENASHA PUBLIC WORKS FACILITY	120507	31482	54	10-124-821	53.73	PETTY CASH
	120507	31731	54	10-149-310	5.20	PETTY CASH
Check Date	12/6/2007	Check Nbr	015019	Check Total:	58.93	
13750 MORTON PHARMACY	110907	31100	55	07-203-300	17.79	
	Check Date	12/6/2007	Check Nbr	015020	Check Total:	17.79
13755 MORTON SAFETY	222890	31731	54	10-149-215	44.94	EYEWASH/LEN S CLEAN/MISC MED
	222891	31100	55	07-202-215	29.75	MEDICAL SUPPLIES
Check Date	12/6/2007	Check Nbr	015021	Check Total:	74.69	
13785 MOTION INDUSTRIES INC	WI25-425263	31731	54	10-149-383	3.17	OIL SEAL
	WI25-425203	31731	54	10-149-383	15.90	BALL BEARINGS
Check Date	12/6/2007	Check Nbr	015022	Check Total:	19.07	

Date: Thursday, December 06, 2007
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 User: MGRIESBACH

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
14010 N&M AUTO SUPPLY	193878	31100	54	10-131-300	13.50	MOTOR OIL
	193878	31731	54	10-149-383	220.79	HUB ASSEMBLY
	195749	31731	54	10-149-300	31.86	ANITFREEZE
	Check Date	12/6/2007	Check Nbr	015023	Check Total:	266.15
14220 NEENAH-MENASHA SEWERAGE COMM	2007-202	31201	54	10-302-250	50,049.62	WASTEWATER TREATMENT
	2007-208	31201	54	10-302-250	14,635.00	BOND ISSUE DEBT/INT CHARGES
	Check Date	12/6/2007	Check Nbr	015024	Check Total:	64,684.62
14415 NORTHEAST ASPHALT INC	869164	31100	54	10-121-300	539.60	COMMERCIAL GRADE
	Check Date	12/6/2007	Check Nbr	015025	Check Total:	539.60
15160 OMNNI ASSOCIATES INC	50751	31100	54	10-121-212	180.00	TESTING AGREEMENT
	Check Date	12/6/2007	Check Nbr	015026	Check Total:	180.00
16025 PACKER CITY INTERNATIONAL	3273130033	31731	54	10-149-383	93.42	FILTERS/CLAMPS/LAMPS
	3273170008	31731	54	10-149-383	11.76	BLADE
	Check Date	12/6/2007	Check Nbr	015028	Check Total:	105.18
16235 PERSONNEL EVALUATION INC	83361	31731	54	10-149-216	16.00	JV PEP BILLING
	Check Date	12/6/2007	Check Nbr	015029	Check Total:	16.00
16465 POSTAL ANNEX	121700	31266	54	10-307-300	16.10	LAMINATING/PUB WORKS
	121926	31100	52	08-101-311	10.91	POLICE
	Check Date	12/6/2007	Check Nbr	015030	Check Total:	27.01
16806 PRN HEALTH SERVICES INC	042030	31100	53	09-102-215	1,012.50	SCHOOL NURSE
	Check Date	12/6/2007	Check Nbr	015031	Check Total:	1,012.50

Date: Thursday, December 06, 2007
Time: 09:21AM
User: MGRIESBACH

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
18335 GARY RHODES	112907	31100	22	04-101-000	110.00	CANCELLATION CLASS REFUND
Check Date	12/6/2007	Check Nbr	015032	Check Total:	110.00	
18430 ROLAND MACHINERY EXCHANGE	21035589	31731	54	10-149-383	317.00	SOLENOID COIL
Check Date	12/6/2007	Check Nbr	015033	Check Total:	317.00	
19035 SAFETY KLEEN SYSTEMS INC	M004534136	31266	54	10-307-216	400.00	GRANULAR ABSORBANT
Check Date	12/6/2007	Check Nbr	015034	Check Total:	400.00	
01925 SANOFI PASTEUR INC	95179489	31100	53	09-102-300	68.84	VACCINE
Check Date	12/6/2007	Check Nbr	014988	Check Total:	68.84	
19136 SCHAEFFER MFG CO	UL2074BL	31731	54	10-149-300	306.00	PAIL
Check Date	12/6/2007	Check Nbr	015035	Check Total:	306.00	
19416 SMILEMAKERS	3669288	31100	53	09-108-300	29.51	STICKERS
Check Date	12/6/2007	Check Nbr	015036	Check Total:	29.51	
19585 SPORTS GRAPHICS	4072A	31100	55	04-221-310	198.75	EMBROIDERY CAPS/HATS
Check Date	12/6/2007	Check Nbr	015037	Check Total:	198.75	
20075 TEL/COM	10066014	31100	51	04-109-221	8.95	IS
	10066014	31100	51	10-115-221	8.95	CITY HALL
	10066014	31100	55	06-101-221	8.95	LIBRARY
	10065934	31262	52	08-101-221	253.50	VICTIM CRISIS PAGERS
Check Date	12/6/2007	Check Nbr	015038	Check Total:	280.35	
21045 UNIFIRST CORPORATION	0970022682	31731	54	10-149-201	69.01	MAT/MOP/CLOTHING PROTECTION
Check Date	12/6/2007	Check Nbr	015039	Check Total:	69.01	

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21060 UNITED PAPER CORPORATION	56183	31266	54	10-307-300	436.00	DOOR KNOB BAG
Check Date	12/6/2007	Check Nbr	015040		Check Total:	436.00
21095 UNITED WAY FOX CITIES		31100	21	04-299-021	99.50	
Check Date	12/6/2007	Check Nbr	015041		Check Total:	99.50
21226 US OIL CO INC	M80721	31731	54	10-149-300	2,120.36	OIL/THP FLUID
Check Date	12/6/2007	Check Nbr	015042		Check Total:	2,120.36
	L32675	31731	54	10-149-242	24.00	SAMPLES
Check Date	12/6/2007	Check Nbr	015043		Check Total:	24.00
22310 VARITECH INDUSTRIES INC	111185	31731	54	10-149-383	1,087.50	PUMP SALT BRINE TANKS
Check Date	12/6/2007	Check Nbr	015044		Check Total:	1,087.50
15190 VEOLIA ENVIRONMENTAL SERVICES	B4176933	31100	12	04-399-000	71.07	BROAD STREET RECYCLING
Check Date	12/6/2007	Check Nbr	015027		Check Total:	71.07
22445 VISTEN CO INC	70548	31100	54	10-131-300	214.00	STEEL SIGN BASE MANITO/ONEIDA
Check Date	12/6/2007	Check Nbr	015045		Check Total:	214.00
23152 WE ENERGIES	112007	31100	54	10-143-223	1,864.02	140 MAIN ST
Check Date	12/6/2007	Check Nbr	015046		Check Total:	1,864.02
23215 WIL-KIL PEST CONTROL	1216352	31731	54	10-149-207	62.00	COMMERICAL CONTRACT
Check Date	12/6/2007	Check Nbr	015047		Check Total:	62.00
23275 WINNEBAGO COUNTY TREASURER	NOVEMBER	31310	57	04-101-610	1,642.82	IND DEV PRINCIPAL
	NOVEMBER	31310	57	04-201-620	507.18	IND DEV INTEREST
Check Date	12/6/2007	Check Nbr	015048		Check Total:	2,150.00

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23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
		31100	21	04-299-015	894.60	
Check Date	12/6/2007	Check Nbr	015049	Check Total:	1,469.31	
23548 WPELRA	110607	31100	51	02-105-320	160.00	MEMBERSHIP RENEWAL/BRANDT
Check Date	12/6/2007	Check Nbr	015050	Check Total:	160.00	
Grand Total:					114,575.26	

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01030 AAA SANITATION INC	149586	31100	55	07-202-209	165.00	PORTABLE TOILET/JEFFERSON PARK
	Check Date	12/13/2007	Check Nbr	015051	Check Total:	165.00
01150 ADVANCED PROTECTIVE DEVICES	38083	31100	52	08-101-193	2,725.00	BODY ARMOR
	Check Date	12/13/2007	Check Nbr	015052	Check Total:	2,725.00
01315 AIRGAS NORTH CENTRAL	105223170	31731	54	10-149-300	123.29	SPOOL WIRE FOR WIREFEED
	Check Date	12/13/2007	Check Nbr	015053	Check Total:	123.29
01525 ALWAYS READY SERVICES	86782	31100	13	04-106-000	104.88	SPRAY
	Check Date	12/13/2007	Check Nbr	015054	Check Total:	104.88
01876 ATLANTIC TACTICAL	SI-249204	31100	52	08-101-193	242.79	CLOTHING/GEAR
	Check Date	12/13/2007	Check Nbr	015055	Check Total:	242.79
02040 BADGER HIGHWAYS CO INC	138974	31100	54	10-124-300	40.37	SAND BARRELS
	138974	31100	54	10-134-300	226.81	HOTMIX ASPHALT
	139020	31266	54	10-308-300	23.75	MASON SAND
	C139091	31100	54	10-121-300	-350.00	TACK COAT RETURN
	Check Date	12/13/2007	Check Nbr	015056	Check Total:	-59.07
02050 BADGER LAB & ENGINEERING INC	INV000031848	31201	54	10-301-212	252.00	MENASHA UTILITIES WASTEWATERS
	Check Date	12/13/2007	Check Nbr	015057	Check Total:	252.00
02105 BAHCALL RUBBER CO INC	427569-001	31731	54	10-149-383	313.36	SALTER SPINNER MOTOR
	Check Date	12/13/2007	Check Nbr	015058	Check Total:	313.36
02205 BARRACUDA NETWORKS INC	107066	31100	51	04-109-315	2,306.02	SPAM FIREWALL REPLACEMENT
	Check Date	12/13/2007	Check Nbr	015059	Check Total:	2,306.02

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02260 BAYCOM INC	112008	31100	52	08-101-243	472.71	RADIO REPAIRS
	Check Date	12/13/2007	Check Nbr	015060	Check Total:	472.71
02717 JEFFREY BRANDT	120707	31100	51	02-103-331	32.98	MILEAGE
	120707	31100	51	02-103-333	8.00	MEAL
	Check Date	12/13/2007	Check Nbr	015061	Check Total:	40.98
02730 BRAZEE ACE HARDWARE	53320	31100	55	07-202-240	13.96	ANITFREEZE/WINTERIZE PARKS
	53332	31100	55	07-202-240	8.28	HASP/FIX @ HART
	54913	31207	55	07-205-240	8.58	FURNACE FILTERS
	79371	31100	55	07-202-300	21.98	TIES FOR CHRISTMAS LIGHTS
	39153	31731	54	10-149-313	8.48	VACUUM BAGS/BLEACH
	Check Date	12/13/2007	Check Nbr	015062	Check Total:	61.28
02796 BUBRICK'S	81252	31100	52	08-101-310	189.52	OFFICE SUPPLIES
	Check Date	12/13/2007	Check Nbr	015063	Check Total:	189.52
03060 CALUMET COUNTY REGISTER OF DEE	768	31100	51	02-104-218	11.00	ANNEXATIONS
	Check Date	12/13/2007	Check Nbr	015064	Check Total:	11.00
03145 CAREW CONCRETE & SUPPLY CO INC	753298	31100	54	10-131-300	173.80	ONEIDA/MANITOWOC
	752375	31100	55	07-202-244	394.00	BARKER FARM PARK SIGN
	Check Date	12/13/2007	Check Nbr	015065	Check Total:	567.80
03215 CAVANAUGH CARRIAGES	121107	31100	55	07-201-205	375.00	HOLIDAY HAYRIDE
	Check Date	12/13/2007	Check Nbr	015066	Check Total:	375.00
03490 CLEAR WATER CAR WASH	1998	31100	52	08-101-295	16.48	VEHICLE WASHES
	Check Date	12/13/2007	Check Nbr	015067	Check Total:	16.48

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03585 COMMUNITY HOUSING COORDINATOR	96	31261	56	03-207-216	5,000.00	NATURES WAY PROJECTS
	Check Date	12/13/2007	Check Nbr	015068	Check Total:	5,000.00
03730 COUNTRY INNS & SUITES	111307	31278	53	09-116-702	833.19	HOTEL STAY
	111307	31278	53	09-116-702	-833.19	DUPLICATE PAYMENT
	Check Date	12/13/2007	Check Nbr	015069	Check Total:	0.00
04005 D&M INTERIORS	025440	31100	52	08-101-240	192.00	POLICE FLOORING
	Check Date	12/13/2007	Check Nbr	015070	Check Total:	192.00
04139 VALERIE DAVIS	110107	31100	53	09-102-331	29.10	MILEAGE
	110107	31100	53	09-104-331	2.33	MILEAGE
	Check Date	12/13/2007	Check Nbr	015071	Check Total:	31.43
04275 DIGICORPORATION	51423	31100	13	04-113-000	-31.40	POLICE LETTERHEAD
	51423	31100	52	08-101-291	70.40	POLICE LETTERHEAD
	Check Date	12/13/2007	Check Nbr	015072	Check Total:	39.00
04450 DWD-UI	78864	31100	55	10-215-162	4,773.00	BRIDGE
	Check Date	12/13/2007	Check Nbr	015073	Check Total:	4,773.00
05270 EZ GLIDE	0104031-IN	31100	54	10-124-244	145.00	SALT SHED DOOR REPAIR
	Check Date	12/13/2007	Check Nbr	015074	Check Total:	145.00
06010 FABCO EQUIPMENT INC	C220351	31731	54	10-149-383	643.30	NUTS/BOLTS/STOCK
	Check Date	12/13/2007	Check Nbr	015075	Check Total:	643.30
06075 FASTENAL COMPANY	WIAPP105456	31100	54	10-131-300	54.89	CAUTION TAPE/CABLE TIE
	Check Date	12/13/2007	Check Nbr	015076	Check Total:	54.89

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06115 FERRELLGAS	1018565335	31266	54	10-307-300	88.43	LIQUEFIED PETROLEUM GAS
	Check Date 12/13/2007	Check Nbr	015077		Check Total: 88.43	
06225 FIRST SUPPLY LLC	7080587-00	31100	55	07-202-240	35.42	PLUMBING/HART PARK
	7094304-00	31100	55	07-202-240	18.57	TOILET PARTS
	Check Date 12/13/2007	Check Nbr	015078		Check Total: 53.99	
06460 FOX CITIES PERFORMING ARTS CEN	120607	31100	21	04-269-000	175.00	DEPOSIT/MAMMA MIA/PAC
	Check Date 12/13/2007	Check Nbr	015079		Check Total: 175.00	
06480 FOX EXCAVATING LLC	629	31485	56	03-202-822	13,307.57	NATURES WAY EXCAVATION
	Check Date 12/13/2007	Check Nbr	015080		Check Total: 13,307.57	
07080 GANNETT WISCONSIN NEWSPAPERS	0003086148	31100	51	02-117-292	127.50	LEGALS
	0003086148	31100	51	04-101-292	1,383.70	LEGALS
	Check Date 12/13/2007	Check Nbr	015081		Check Total: 1,511.20	
07195 GERDAU AMERISTEEL	4712019560	31100	55	07-202-244	36.50	BARKER PARK SIGN
	Check Date 12/13/2007	Check Nbr	015082		Check Total: 36.50	
07457 GREATMATS.COM	1245145	31100	52	05-201-240	2,513.67	RUBBER INTERLOCKING/PROJECT
	Check Date 12/13/2007	Check Nbr	015083		Check Total: 2,513.67	

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07580 GUNDERSON UNIFORM & LINEN RENT	1230136	31100	52	08-101-313	29.97	TOWEL/MAT SERVICE
	1228099	31100	51	10-115-201	14.46	MAT/MOP SERVICE
	1228099	31100	53	09-212-313	3.36	MAT/MOP SERVICE
	1228099	31100	55	07-202-313	3.36	MAT/MOP SERVICE
	1230137	31100	51	10-115-201	14.46	MAT/MOP SERVICE
	1230137	31100	53	09-212-313	3.36	MAT/MOP SERVICE
	1230137	31100	55	07-202-313	3.36	MAT/MOP SERVICE
Check Date	12/13/2007	Check Nbr	015084	Check Total:	72.33	
08054 STEPHANIE LYNN HALL	121007	31100	55	07-201-205	15.00	CLASS INSTRUCTOR
	Check Date	12/13/2007	Check Nbr	015085	Check Total:	15.00
08465 HOME DEPOT CREDIT SERVICES	560895	31100	52	08-101-240	1.34	FLOOR SAMPLES
	9970001	31100	52	08-101-240	1,101.10	FLOOR TILE
	4580808	31100	55	06-101-240	104.97	LIGHTS/CHRISTMAS TREE
	4572610	31100	55	07-202-315	113.97	SAWS
	197288	31100	55	07-202-315	-94.00	RETURN TILE SAW
	8561820	31100	55	06-101-240	34.99	LIGHT SET
	6197320	31100	55	06-101-240	78.96	LIGHT SET/UNDERCABINET
	2582067	31100	55	07-202-300	59.94	LIGHTS
Check Date	12/13/2007	Check Nbr	015086	Check Total:	1,401.27	
09105 INDEPENDENT INSPECTIONS LTD	300760	31100	52	03-301-216	9,487.01	PERMITS FOR NOVEMBER 2007
	Check Date	12/13/2007	Check Nbr	015087	Check Total:	9,487.01
11030 KAEMPFER & ASSOCIATES INC	13525	31201	54	10-301-212	2,007.69	IND DISC REG PROGRAM
	13526	31201	54	10-301-212	1,115.34	IND DISC REG PROGRAM
	13527	31201	19	04-540-000	2,779.43	WW COLLSYS REHAB IMPROVEMENTS
Check Date	12/13/2007	Check Nbr	015088	Check Total:	5,902.46	

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11165 KJ WASTE SYSTEMS INC	110707	31266	54	10-307-216	1,503.00	CORRUGATE/CO-MINGLE/RENTAL
	Check Date	12/13/2007	Check Nbr	015089	Check Total:	1,503.00
11190 REGINA KNICKELBEIN	113007	31822	55	04-107-316	250.00	HATTIE MINOR SCHLORSHIP
	Check Date	12/13/2007	Check Nbr	015090	Check Total:	250.00
12035 CHERYL LAABS	113007	31100	53	09-102-331	34.04	MILEAGE
	113007	31100	53	09-118-331	3.34	MILEAGE
	Check Date	12/13/2007	Check Nbr	015091	Check Total:	37.38
12092 LAKE PARK VILLAS HOMEOWNERS	113007	31100	54	10-143-223	33.38	UTILITIES
	113007	31482	55	07-202-216	1,633.72	POND MAINTENANCE
	113007	31482	55	07-202-223	1,088.65	UTILITIES
	113007	31482	56	03-501-216	150.00	POND MAINTENANCE
	Check Date	12/13/2007	Check Nbr	015092	Check Total:	2,905.75
13116 KEN MADER FARMS	120307	31100	55	07-202-300	135.00	STRAW BALES/HOLIDAY HAYRIDE
	Check Date	12/13/2007	Check Nbr	015094	Check Total:	135.00
13043 MANAWA TELEPHONE CO	120107	31100	51	04-109-221	39.95	CABIN DSL
	Check Date	12/13/2007	Check Nbr	015093	Check Total:	39.95
13149 MATTHEWS COMMERCIAL TIRE CTR	023398	31731	54	10-149-382	139.81	SKID STEER TRAILER
	Check Date	12/13/2007	Check Nbr	015095	Check Total:	139.81
13345 MENARDS-APPLETON EAST	17186	31100	53	09-212-240	56.71	THERMOSTAT GUARD/CORD/BULB
	Check Date	12/13/2007	Check Nbr	015096	Check Total:	56.71
13360 MENASHA ELECTRIC & WATER UTILI	002894	31201	54	10-302-250	17,538.73	OCTOBER SEWER CHARGE
	Check Date	12/13/2007	Check Nbr	015097	Check Total:	17,538.73

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13370 MENASHA EMPLOYEES CREDIT UNION		31100	21	04-299-020	1,752.00	
Check Date	12/13/2007	Check Nbr	015098		Check Total:	1,752.00
13375 MENASHA EMPLOYEES LOCAL 1035		31100	21	04-299-031	200.00	
Check Date	12/13/2007	Check Nbr	015099		Check Total:	200.00
13435 MENASHA POSTMASTER	121207	31100	55	07-201-311	1,712.00	WINTER/SPRING PARK & REC BOOK
Check Date	12/13/2007	Check Nbr	015100		Check Total:	1,712.00
13460 MENASHA TREASURER	120607	31100	21	04-229-000	700.19	SPEC ASSESS 7-320
Check Date	12/13/2007	Check Nbr	015101		Check Total:	700.19
13685 MINNESOTA MUTUAL LIFE INSURANC	JANUARY2008	31100	21	04-618-000	2,444.33	JANUARY 2008 PREMIUM
Check Date	12/13/2007	Check Nbr	015102		Check Total:	2,444.33
13755 MORTON SAFETY	237195	31731	54	10-149-300	75.00	EYEWEAR
	236721	31100	12	04-399-000	1,033.54	SUPPLIES
Check Date	12/13/2007	Check Nbr	015103		Check Total:	1,108.54
13785 MOTION INDUSTRIES INC	WI25-425637	31731	54	10-149-383	450.63	LONG HOSE
Check Date	12/13/2007	Check Nbr	015104		Check Total:	450.63
14010 N&M AUTO SUPPLY	196134	31731	54	10-149-383	38.89	FLUID LINES
	196174	31731	54	10-149-383	43.79	ASSEMBLY
	196886	31731	54	10-149-383	57.01	OIL COOL LINE
	196860	31731	54	10-149-383	20.90	SPARK PLUGS
Check Date	12/13/2007	Check Nbr	015105		Check Total:	160.59

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14385 NOFFKE LUMBER INC	071120807979	31100	55	07-202-244	56.60	LUMBER/BARKER FARM PARK
	071120807997	31100	55	07-202-244	350.82	MATERIALS/BARKER FARM PARK
	071120808033	31100	55	07-202-244	120.86	BARKER FARM SIGN
	071120808251	31100	55	07-202-244	12.78	BARKER FARM PARK
Check Date	12/13/2007	Check Nbr	015106	Check Total:	541.06	
15080 OFFICEMAX CONTRACT INC	757466	31100	54	10-111-310	65.59	OFFICE SUPPLIES
	150556	31100	51	10-115-310	33.39	OFFICE SUPPLIES/2ND FLOOR
	150556	31100	54	10-111-310	32.89	OFFICE SUPPLIES/ENG
	150556	31100	55	07-201-310	2.74	OFFICE SUPPLIES/P&R
	150556	31100	56	03-202-310	2.75	OFFICE SUPPLIES/COM DEV
Check Date	12/13/2007	Check Nbr	015107	Check Total:	137.36	
15187 ZEFF ONEY	121207	31201	54	10-301-212	675.00	REIMBURSE SUMP PUMP/PIT
Check Date	12/13/2007	Check Nbr	015108	Check Total:	675.00	
16025 PACKER CITY INTERNATIONAL	3273240045	31731	54	10-149-383	99.63	ECONOMY
Check Date	12/13/2007	Check Nbr	015109	Check Total:	99.63	
16789 PREMIER ELECTION SOLUTIONS INC	4-ASW00412	31100	51	02-117-315	275.00	ACCUVOTE ROLLING BAG
Check Date	12/13/2007	Check Nbr	015110	Check Total:	275.00	
16806 PRN HEALTH SERVICES INC	042275	31100	53	09-102-215	1,260.00	SCHOOL NURSE
Check Date	12/13/2007	Check Nbr	015111	Check Total:	1,260.00	
16815 PSS-CHICAGO	41140768	31100	53	09-102-300	36.15	MEDICAL SUPPLIES
	41249911	31100	53	09-102-300	3.09	MEDICAL SUPPLIES
Check Date	12/13/2007	Check Nbr	015112	Check Total:	39.24	

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18145 RED	00W33804	31100	52	08-101-193	209.53	CLOTHING
	00W33807	31824	52	08-101-300	235.58	UNIFORMS
	00W33806	31824	52	08-101-300	319.33	UNIFORMS
	00W33805	31824	52	08-101-300	347.05	UNIFORMS
Check Date	12/13/2007	Check Nbr	015113		Check Total:	1,111.49
18190 REGISTRATION FEE TRUST TVRP	120607	31100	45	04-403-000	500.00	PARKING TICKET PROCESS FEES
	Check Date	12/13/2007	Check Nbr	015114	Check Total:	500.00
19185 SCHMIDT ENGINEERING & EQUIPMEN	127431	31100	54	10-124-300	408.69	STOCK SUPPLIES
	Check Date	12/13/2007	Check Nbr	015115	Check Total:	408.69
19327 SERVICEMASTER BUILDING MTNCE	117708	31100	52	08-101-201	50.00	CLEAN GARAGE
	117707	31100	52	08-101-201	1,095.00	JANITORIAL DEC 2007
	Check Date	12/13/2007	Check Nbr	015117	Check Total:	1,145.00
19320 SHADE TODAY NURSERY	5074	31100	56	07-101-300	540.00	TREES
	5085	31100	56	07-101-300	370.00	TREES
	5071	31100	56	07-101-300	795.00	TREES
	Check Date	12/13/2007	Check Nbr	015116	Check Total:	1,705.00
19356 SHERWIN-WILLIAMS CO	9840-9	31100	52	08-101-240	26.03	PAINT
	Check Date	12/13/2007	Check Nbr	015118	Check Total:	26.03
19440 SOMMERVILLE FLAG	111407	31100	55	07-202-300	127.00	FLAGS
	Check Date	12/13/2007	Check Nbr	015119	Check Total:	127.00
20155 THEDACARE LABORATORIES	200711-0	31100	21	04-229-000	611.50	
	Check Date	12/13/2007	Check Nbr	015120	Check Total:	611.50

Date: Thursday, December 13, 2007
Time: 09:21AM
User: MGRIESBACH

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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
21045 UNIFIRST CORPORATION	0970023042	31731	54	10-149-201	69.01	MAT/MOP/GARMENT PROTECTION
Check Date	12/13/2007	Check Nbr	015121	Check Total:	69.01	
21226 US OIL CO INC	638726	31100	13	04-103-000	-5,948.12	CREDIT NO LEAD GAS
	638727	31100	13	04-103-000	4,636.81	NO LEAD GAS
	638725	31100	13	04-101-000	-217.60	CONTRACT PREPAY CREDIT
	638720	31100	13	04-103-000	-18,427.23	FUEL OIL
	638728	31100	13	04-101-000	-200.20	CONTRACT PREPAY
	638723	31100	13	04-103-000	5,168.03	FUEL OIL
	641463	31100	13	04-103-000	5,135.39	FUEL OIL
	638724	31100	13	04-103-000	11,398.71	FUEL OIL
	640901	31100	13	04-103-000	6,716.85	NO LEAD GAS
	640902	31100	13	04-103-000	15,708.14	FUEL OIL
	640895	31100	13	04-101-000	-289.90	CONTRACT PREPAY
	641462	31100	13	04-103-000	-5,168.03	FUEL OIL
	642358	31100	13	04-103-000	3.53	FEDERAL LUST TAX
	642357	31100	13	04-103-000	2.00	FEDERAL LUST TAX
	642359	31100	13	04-103-000	2.18	FEDERAL LUST TAX
Check Date	12/13/2007	Check Nbr	015123	Check Total:	18,520.56	
22310 VARITECH INDUSTRIES INC	111268	31731	54	10-149-383	30.67	FLEX COUPLER/SLEEVE
Check Date	12/13/2007	Check Nbr	015124	Check Total:	30.67	
23100 WATTERS PLUMBING	75173	31100	52	05-201-240	140.03	SINK/FAUCET
Check Date	12/13/2007	Check Nbr	015125	Check Total:	140.03	

Date: Thursday, December 13, 2007
Time: 09:21AM
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
23130 WAVERLY SANITARY DISTRICT	102507	31100	55	07-202-225	54.71	BARKER FARM PAVILION
	102507	31100	55	07-202-225	1.12	LATE PAYMENT PENALTY
	112807	31263	56	03-207-216	11.27	CONNECTION/947 BERGAMONT
	112807	31263	56	03-207-216	12.68	CONNECTION/932 BERGAMONT
	112807	31263	56	03-207-216	12.68	CONNECTION/944 BERGAMONT
	112807	31263	56	03-207-216	11.27	CONNECTION/959 BERGAMONT
	Check Date	12/13/2007	Check Nbr	015126	Check Total:	103.73
23152 WE ENERGIES	103107	31100	55	07-202-223	34.63	CONSERVANCY
	110107	31100	55	07-202-224	7.25	2170 PLANK
	Check Date	12/13/2007	Check Nbr	015127	Check Total:	41.88
23275 WINNEBAGO COUNTY TREASURER	100404	31100	52	08-602-250	374.00	JAIL DIVISION
	LF112837	31100	54	10-304-250	8,731.07	LANDFILL FACILITY
	LF112837	31100	54	10-305-216	2,448.39	LANDFILL FACILITY
	LF112837	31266	54	10-307-216	1,494.80	LANDFILL FACILITY
	Check Date	12/13/2007	Check Nbr	015128	Check Total:	13,048.26
23305 WISCOLIFT INC	109005	31731	54	10-149-242	75.00	REPAIR WINCH CABLE
	Check Date	12/13/2007	Check Nbr	015129	Check Total:	75.00
23358 WISCONSIN DEPARTMENT OF COMM	159764	31100	51	10-115-204	35.00	ELEVATOR PERMIT
	159764	31100	52	08-101-240	35.00	ELEVATOR PERMIT
	Check Date	12/13/2007	Check Nbr	015130	Check Total:	70.00
23371 WISCONSIN DEPT OF JUSTICE-TIME	L7101T	31100	52	08-101-216	40.00	NAME SEARCHES
	Check Date	12/13/2007	Check Nbr	015131	Check Total:	40.00

Date: Thursday, December 13, 2007
Time: 09:21AM
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Vendor ID / Name	Invoice Nbr	CpnyID	Acct	Subaccount	Amount	Invoice Description
23455 WISCONSIN SUPPORT COLLECTIONS		31100	21	04-299-015	436.31	
		31100	21	04-299-016	138.40	
Check Date	12/13/2007	Check Nbr	015132	Check Total:	574.71	
Grand Total:					125,861.55	

CHANGE ORDER

DATE: November 19, 2007

CHANGE ORDER NO: 12

CONTRACTOR: CD Smith Construction, Inc

CONTRACT NO.: M002-940266.02

PROJECT: Water Treatment Plant Modifications

You are directed to make the changes noted below in the subject contract unit number.

12.1	Install single solenoid on Ultraviolet (UV) Outlet Valves, as required by the DNR	ADD \$981.00
12.2	Paint Exposed Concrete Accent Strip on Plant Exterior	ADD \$971.00
12.3	Provide Electrical & Control wiring for Owner-Provided pH & Turbidity Meters	ADD \$1,203.00
12.4	Add Wiring for Limit Switch on Soda Ash Fill Tube Cap, as required by US Filter	ADD \$342.00
12.5	Relocate Control for Valve PV2107 to Nearer Remote Control Panel	DEDUCT (-\$466.00)
12.6	Change Source of Filter Media Supply from Leopold to Red Flint Sand & Gravel to Provide More Compatible Media for Improved Filter Operation	ADD \$7,348.00
12.7	Revise Filter-to-Waste to 12-Inch Diameter with 16-Inch Actuators. 16-Inch Valves Too Large for Congested Piping Area	ADD \$8,105.00
12.8	Provide Field Wiring for Wall-Mounted 5 kVA Transformer as required by US Filter	ADD \$263.00
12.9	Provide Field Wiring for soda Ash Silo Vibration as required by US Filter	ADD \$626.00
TOTAL		\$19,373.00

The Menasha Common Council approved the CD Smith contract

Change Order authorizes changes

Approved by MU Commission, November 28, 2007

Council Approval

The changes result in the following adjustments:

	CONTRACT - TOTAL	TIME
Prior to this Change Order	\$ 10,354,871.00	_____ Days
Adjustments per this Change Order	\$ 19,373.00	_____ Days
Current Contract Status	\$ 10,374,244.00	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works

Accepted

BY: _____

BY: _____

DATE: _____

DATE: _____

CITY OF MENASHA
Parking Committee
Third Floor Council Chambers, City Hall – 140 Main Street
December 5, 2007
DRAFT MINUTES

I. CALL TO ORDER

- A. Meeting called to order by PWD Radtke at 11:04 a.m.

II. ROLL CALL/EXCUSED ABSENCES

- A. MEMBERS PRESENT: Ald. Wisneski; PWD Radtke; CA Brandt; CDD Keil; PC Stanke
MEMBERS ABSENT: None
OTHERS PRESENT: William Becher, 15 Center St; Brenda and Bruce Heisel, The Hungry Bull; Carol Schmidt, Public Works and Engineering Department

III. MINTUES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

- A. **Minutes to approve:**
Motion by Ald. Wisneski, seconded by CDD Keil to approve the minutes of the May 10, 2007 meeting. Motion carried.

VI. DISCUSSION ITEMS

A. **Request for Parking Consideration Along East Side of Center Street**

Bill Becher is requesting the same consideration as last year, that he be allowed a handicap stall for the winter, to be used for overnight parking when he is staying overnight at the Center Street location.

Much discussion ensued regarding City parking policies, snow clearing and street sweeping operations, and uniform treatment to all residents.

Motion by CA Brandt, seconded by Ald. Wisneski to recommend to Council, an exemption for overnight parking on both sides of Center Street. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil no; Ald. Wisneski no; PC Stanke no. Motion failed on roll call vote.

CA Brandt feels it is wrong to create special rules for certain people. Mr. Becher has several options: call the police department, park in Gunderson's lot, buy a permit or use the Marina handicap stall.

PC Stanke stated anyone with a handicap permit can park in any handicap stall. Mr. Becher will be able to park overnight in the existing handicap stall, which should eliminate his concern.

B. **Overnight Parking Concern in Tayco/Kaukauna Street Area**

Bruce and Brenda Heisel presented their views regarding their customers and employees getting tickets when parked in front of their business at 5:00 am. The sign the City has posted there says No Parking from 11:00 pm to 5:00 am. His understanding from the changes that were made two years ago are that they are allowed to park there before 6:00 am because his business opens at 5:00 am and his customers have no where else to park.

CA Brandt stated the sign and ordinance should be consistent. Much discussion ensued regarding the ordinance and possible changes to it.

Motion by CA Brandt, to amend the overnight parking ordinance to read no parking from 11:00 pm to 6:00 am to 11:00 pm to 5:00 am. Motion died for lack of a second.

Motion by PC Stanke, seconded by Ald. Wisneski to recommend to Council that overnight parking be prohibited from 2:00 am to 5:00 am in areas where parking is currently regulated from

11:00 pm to 5:00 am. Roll call vote: CA Brandt yes; PWD Radtke no; CDD Keil yes; Ald. Wisneski yes; PC Stanke yes. Motion carried on roll call vote 4-1.

CA Brandt stated he will create an ordinance with Ald. Wisneski. The Council can call for a public hearing if it wishes.

D. **Request to Increase Daily Parking Fee**

PWD Radtke stated this request is being made because the cost for a monthly parking permit has increased to the point where it would be cheaper to purchase daily parking permits for the month.

Motion by Ald. Wisneski, seconded by PC Stanke to increase the daily parking fee from \$1 to \$2. Motion carried on voice vote 5-0.

VIII. ADJOURNMENT

- A. Motion by Ald. Wisneski, seconded by CA Brandt to adjourn at 12:14 p.m. Motion carried 5-0.

Respectfully submitted by Carol A. Schmidt, Public Works and Engineering Department

ORDINANCE O - 40 - 07

AN ORDINANCE RELATING TO PROHIBITED PARKING (Water, High and Kaukauna Streets)

Introduced by Alderman Wisneski

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Sec. 10 – 1 – 29 (a) (7) is created to read as follows:

The prohibition against overnight parking shall expire at 5:00 am on the following streets:

- a. The north side of Water St. from 85 feet west of Tayco St. to Lush St.
- b. High St.
- c. Kaukauna St. from Tayco St. to 180 feet west of High St.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____, 2007.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O - 41 - 07

AN ORDINANCE RELATING TO CODE ENFORCEMENT

Introduced by Alderman Wisneski

The Common Council of the City of Menasha does ordain as follows:

SECTION 1: Sec. 1 – 2 – 3 (e) is created to read as follows:

- (e) The code enforcement officer may issue citations authorized under this chapter as well as any other part of the City of Menasha Code.

SECTION 2: Sec. 1-2-3 (e) and (f) are renumbered (f) and (g).

SECTION 3: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of _____ 2008.

Joseph F. Laux, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk